

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, January 5, 2015
6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
 - 1. [Proposed amendments to Title 13 of the Menasha Code of Ordinances pertaining to Electronic Message Center signage.](#)
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Board of Public Works, 12/15/14.](#)
 - b. [Library Board, 12/18/14](#)
 - c. [Menasha Police Commission, 10/23/14.](#)
 - d. [NMFR Fire Commission, 12/17/14.](#)
 - e. [Neenah-Menasha Sewerage Commission, 11/25/14.](#)
 - f. [Parks and Recreation Board, 12/08/14.](#)
 - g. [Plan Commission, 12/16/14.](#)
Communications:
 - h. [Calumet County Highway Department to Mayor Merkes, 12/11/14; Plans to reconstruct CTH LP from USH10 to CTH AP during the 2018 reconstruction season.](#)
 - i. [Department of the Army, Corps of Engineers, 12/16/14; Upcoming conference-call regarding the Lake Winnebago drawdown strategy.](#)
 - j. [LD Lenz, December 2014; Press Release, Meet K-9 Officer Athos at Luigi's on January 13, 2105.](#)
 - k. [Waverly Sanitary District meeting minutes, 12/11/14.](#)
 - l. [PHD McKenney, 1/5/15; City of Menasha Senior Center Renovation Update.](#)
- G. CONSENT AGENDA
(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)
Minutes to approve:
 - 1. [Common Council, 12/15/14.](#)
Board of Public Works, 12/15/14 – Recommends the Approval of:
 - 2. [Recommendation to Award – Contract Unit No. 2014-03; Gilbert Riverfront Trail; Janke General Contractors; \\$478,038.50.](#)
 - 3. [Recommendation to Award – Contract Unit No. 2014-04; Gilbert Trestle Improvements; Janke General Contractors; \\$295,525.00.](#)
 - 4. [Change Order – Janke General Contractors; Contract Unit No. 2014-03; Gilbert Riverfront Trail; DEDUCT: \\$35,155.00 \(Change Order No. One\).](#)
 - 5. [Change Order – Janke General Contractors; Contract Unit No. 2014-04; Gilbert Trestle Improvements; DEDUCT: \\$5,000 \(Change Order No. One\).](#)

Plan Commission, 12/16/14 – Recommends the Approval of:

6. Certified Survey Map – 820 Arthur Street.
7. The Common Council to authorize the use of city staff and equipment to facilitate the salvage, relocation and storage of architectural elements from 175 Main Street for future reuse on city properties.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 12/18/14 to 12/31/14 in the amount of \$998,265.04.
2. Beverage Operators License Applications for the 2013-2015 licensing period.
3. Airadigm Communications, Inc. – Notice of Lease Termination.

J. ORDINANCES AND RESOLUTIONS

K. APPOINTMENTS

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

O. RECESS TO BOARD OF PUBLIC WORKS AND PERSONNEL COMMITTEE

P. ACTION ITEMS

Motion to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (City of Menasha vs. Waverly Sanitary District et al. Circuit Court Case Number 2013CV00189, Appellate case number 2014AP001576; and Intermunicipal Agreement dated October 28, 1999, between City of Menasha, Town of Harrison and Waverly Sanitary District and Village of Harrison November 11, 2014 annexations).

May reconvene into open session immediately following any closed session in order to take action on the closed session items. Wis. Stat. 19.85(2).

Q. ADJOURNMENT

MEETING NOTICE
Monday, January 19, 2015 – 6:00 p.m.
Committee Meetings to Follow

**City of Menasha
Public Hearings**

NOTICE IS HEREBY GIVEN that public hearings will be held by the Menasha Plan Commission and Common Council on the proposed amendments to Title 13 of the Menasha Code of Ordinances pertaining to Electronic Message Center signage. The Plan Commission will hold its public hearing on Tuesday, December 16, 2014 at 3:30 PM, or shortly thereafter, in the Council Chambers of Menasha City Hall located at 140 Main Street, Menasha, WI. The Common Council will hold its formal public hearing on this matter at 6:00 PM, or shortly thereafter, on Monday, January 5, 2015 at the same location. All persons interested in commenting on the proposed amendment are invited to attend.

Deborah A. Galeazzi, WCMC
City Clerk

Publish: December 9 and 23, 2014

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
December 15, 2014
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Sevenich at 6:26 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Langdon, Keehan, Zelinski, Englebert, Benner, Nichols, Taylor, Sevenich

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, LD Lenz, PHD McKenney, Deputy Clerk Strauss.

C. MINUTES TO APPROVE

1. [December 1, 2014](#)

Moved by Ald. Englebert seconded by Ald. Keehan to approve minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Recommendation to Award – Contract Unit No. 2014-03; Gilbert Riverfront Trail; Janke General Contractors; \\$478,038.50](#)

Discussion occurred regarding the source of funding for both Gilbert projects. PWD Radtke informed the Board of expected deducts that will be part of future change orders. CDD Keil and ASD Steeno responded to questions regarding TID #11's ability to fund the project.

Moved by Ald. Taylor seconded by Ald. Englebert, to recommend to Common Council the Recommendation to Award – Contract Unit No. 2014-03; Gilbert Riverfront Trail; Janke General Contractors; \$478,038.50.

Motion carried on roll call 7-1 (Zelinski voted no).

2. [Recommendation to Award – Contract Unit No. 2014-04; Gilbert Trestle Improvements; Janke General Contractors; \\$295,525.00](#)

Moved by Ald. Taylor seconded by Ald. Keehan, to recommend to Common Council the Recommendation to Award – Contract Unit No. 2014-04; Gilbert Trestle Improvements; Janke General Contractors; \$295,525.00.

Motion carried on roll call 7-1 (Zelinski voted no).

3. [Change Order – Janke General Contractors; Contract Unit No. 2014-03; Gilbert Riverfront Trail; DEDUCT: \\$35,155.00 \(Change Order No. One\)](#)

Moved by Ald. Taylor seconded by Ald. Keehan, to recommend to Common Council the Change Order – Janke General Contractors; Contract Unit No. 2014-03; Gilbert Riverfront Trail; DEDUCT: \$35,155.00 (Change Order No. One).

Motion carried on roll call 8-0.

4. [Change Order – Janke General Contractors; Contract Unit No. 2014-04; Gilbert Trestle Improvements; DEDUCT: \\$5,000 \(Change Order No. One\)](#)

Moved by Ald. Taylor seconded by Ald. Keehan, to recommend to Common Council the Change Order – Janke General Contractors; Contract Unit No. 2014-04; Gilbert Trestle Improvements; DEDUCT: \$5,000 (Change Order No. One).

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 6:52 p.m.

Motion carried on voice vote.

Respectfully submitted by Susan M. Strauss, Deputy Clerk.

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
December 18, 2014

Call to order at 4:00pm by Crawmer.

Present: Crawmer, Eisen, Golz, VanderHeyden, Wicichowski, Nichols joined the meeting at 4:12.

Absent: Murray and teen representative Kaminski

Also Present: Director Lenz, K. Beson (Head of Children's Services) J. Bongers (Head of Adult Services) and K. Dreyer (Administrative Assistant).

Public Comment/Communication

Director Lenz reported that we have been notified that the library will receive donations of stock shares of Independent Bank Corp. from Mowry Smith III and stock shares of Bank of New York Mellon from Curtis N. Smith. The sale of the stock will go through the Community Foundation for the Fox Valley Region and be deposited into the Miscellaneous Memorial Trust Fund. More donations were received in response to an end-of-year fundraising letter; they are listed on the endowment report.

Consent Business

Motion made by VanderHeyden to approve the Library Board meeting minutes from November 20, 2014, and accept the Fundraising Committee meeting minutes of November 13, 2014 and the Personnel and Policies Committee meeting minutes of November 20, 2014, seconded by Golz. Motion carried unanimously.

Authorization of Bills

The U. S. Postal Service NeoPost Postage invoice listed is used to replenish the postage machine, and the Energy Control and Design invoice is for the humidity control sensors. Motion made by Golz to authorize payment of the December list of bills from the 2014 budget as presented, seconded by Wicichowski. Motion carried unanimously.

Director's Report/Information Items

1. November Statistics. Circulation continues to lag behind last year. The library, as well as libraries across the state, experienced record circulations during the 2008/2009 recession. Those statistics have been falling during the past few years, indicating that circulation is normalizing now that the economy is getting better. Circulation is about 7% higher than it was in 2007, which is a realistic increase considering the growth of the library's service area.
2. Budget Update. Lenz reported that 87.0% of the budget is spent and 91.5% of the year has passed.
3. Endowment Report. The endowment report could be fine-tuned to clarify that the taxable sales are not a net amount. Most of the second and third pages are the yields of what has been received.
4. Staff Reports.
 - The Winter Reading program will begin in January.
 - The new Reader's Advisory Service is set to go. It needs a name.
 - Recently, we have been proctoring a number of exams.
 - We will be holding a Library Night at Luigi's. Athos the Menasha Police Department's K9 Officer's handler Officer Matt Spiegel will be reading children's books. Luigi's will be donating a portion of the night's dinner checks to the library's endowment fund.
5. Strategic Plan Update.
 - Bongers is working on the collection development plan.
 - The reference staff has created a new readers' advisory service, which needs a name.
 - The library will continue to collaborate with other libraries, state-level changes are possible.
 - Bongers conducted a survey to determine what type of training staff feels they need in terms of technology expertise and the best way to receive it.
 - Adult Services is creating a collection of materials of high interest/low reading level books.
 - Everyone is working to increase readership of the weekly emailed newsletter.
 - Kathy Hannah may become more involved with the Menasha Historical Society.
 - A marketing committee has been formed.

- Four grants have been applied for and three received.
 - The annual fundraising letter was sent during the end of November.
 - The Fundraising Committee held the First Great Menasha Library Chili Cook-off and is planning a Library Night at Luigi's.
6. Winnefox Report: Our representative on the Winnefox Library Board submitted a report of their last meeting. WLA's Library Legislative Day will be Tuesday, February 17, 2015. Winnefox is planning on chartering a bus to go to Madison. Please let us know by the next board meeting if you plan to attend.

Discussion/Action Items

7. Building and Grounds Committee Report:
- The Building and Grounds Committee met and decided to use carpet squares to replace the carpet in the Company E Room. A quote has been submitted and approved to come out of the 2014 budget.
 - The roof is leaking and is damaging walls. It will be replaced soon.
 - Miron submitted a quote of \$29,000 for the new planter to replace the Veteran's Memorial. Brian Haessly is procuring other quotes. Motion made by Nichols to encumber up to \$29,000 from the 2014 budget to be used to pay for the new entrance project to replace the Veteran's Memorial, seconded by Holz. Eisen opposed. Motion carries.
8. Policies and Personnel Committee Report:
- a. Review of Chapter V: Rules of Conduct suggested amendments:
- B.7. (The use of alcohol, tobacco, and nicotine products inside the library or on library grounds is not allowed.) is modified to include e-cigarettes and moved to A.9.
 - The Menasha Police have asked us to change our policy to allow them to handle anyone intoxicated with drugs or alcohol, exhibiting threatening or combative behavior, possession of weapons or for any illegal behavior.
 - A.5. add 'animals are allowed as part of a library program'.
 - C.3. delete 'any person inappropriately using the Children's Room will be asked to leave that area' since it is repetitive.
- b. Review of Chapter VI: Organizational Structure suggested amendments:
- The committee is not recommending changes to the teen representative language.
 - B.4.a. states that no person shall hold the office of president for more than three consecutive one-year terms. There is no state statute on term limits; it is up to the library board. The committee is recommending changing 'three' to 'five'.
- c. Review of Chapter VII: Personnel Policy suggested amendments:
- The city has a new Healthy Workplace policy; the city's policy has been added in section M.
 - In section H.6. – 'In November of the Board of Trustees Policies and Personnel Committee chair will prepare a written evaluation of the director's performance . . .' It is recommended changing it to June so that it can be included in the budgeting process. Eisen feels that it is confusing going from a calendar year to a fiscal year especially when evaluating year-end goals. Rather than changing it to November, a contingency can be added in order to make this adjustment. This will be referred back to the committee.
 - In section D.7.c. – The city attorney and human resource manager suggested the changes regarding FMLA, specifically not requiring staff to apply for it.
 - In section D.8.a. – The committee has included parent-in-law in the 3 days of funeral leave and took out domestic partner since spouses can now be the same or different sexes. They also included 'To be eligible for funeral leave, the employee must attend the funeral or memorial service of the decedent.' and 'If additional time off is required, sick leave or unpaid leave may be used with approval of the director.'
 - In section E.6. – Changes made to this section reflect the decision made by the trustees during this past year that the library pays the monthly premium for regular full-time library employees for basic group life insurance.
 - In section E.10 – The city now offers Roth accounts. They may also defer payment as a Roth contribution.
 - In section F.1.c. – 'The library budget shall include an amount, to be determined annually by the Board of Trustees, which shall be used to defray tuition and fees expenses for employees'. The committee pointed this out and may suggest a budget adjustment for it. It was suggested saying that the policy state that the library budget may include this amount.
 - In Section B.1. – The part-time Clerk and Aide positions were combined into a Library Assistant position.

9. Cost of Living Adjustment for 2015: Motion made by Golz to reaffirm the 1% cost of living adjustment to all library wages beginning January 4, 2015, seconded by VanderHeyden. Motion carries unanimously.
10. Adjourn into closed session: Motion made by VanderHeyden to adjourn and reconvene in closed session pursuant to WI Statue §19.85(1)(c) to discuss staff performance and 2015 compensation, seconded by Wicihowski. Motion carries by roll call unanimously.
11. Reconvene into open session: Motion made by Eisen to adjourn and reconvene in open session, seconded by VanderHeyden. Motion carries by roll call unanimously. (Crawmer left during closed session; Wicihowski is leading the meeting.)
12. Step increases for eligible staff members: Motion made by Golz to approve step increases as stated in the library's policy for eligible staff members as of January 4, 2015, seconded by VanderHeyden. Motion carries unanimously.
13. Merit increase for eligible staff member: Motion made by VanderHeyden to approve a merit step increase for one eligible staff member as of January 4, 2015, seconded by Golz. Motion carries unanimously.
14. Director's annual performance review/salary: Motion made by Eisen to approve the Director's annual performance review, 1% cost of living adjustment and 1% performance increase effective January 4, 2015, seconded by Nichols. Motion carries unanimously.

Adjournment

Motion to adjourn the meeting at 5:36pm was made by Nichols and seconded by Golz. Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, recording secretary



President Jason Dionne called the meeting to order on October 23rd at 4:33 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Ron Duuck, Terri Reuss, Chief Styka, Jason Dionne, Tony Gutierrez

Excused: Marshall Spencer

Minutes to Approve: Ron Duuck moved to approve August 28th, 2014 meeting minutes. Jason Dionne seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: None

Discussion: None

Correspondence:

- Letter from Captain Halderson recommending Officer Gallagher be released from probationary status. Jason Dionne moved to change Officer Gallagher's change of status. Tony Gutierrez seconded the motion. The Commission unanimously approved the status change.
- Thank you letter from the Library to Officer Zemlock for his Coffee with the Cops Presentation

New Business: None

Chief Styka Report

Police Commission Meeting 10/23/2014

Training:

- Shield Instructor Certification: Thorn (16 hrs)
- Investigating Allegations of Employee Misconduct: Halderson & Styka (7 hr)
- DCI Death Investigation School: Gruss (80 hrs)
- 2014 CIB Conference: B. Sawyer, Schramper & Halderson (16 hrs)
- Amber Alert & Technical Assistance: Jorgenson, Mauthe, Cook, Bonneville & Bouchard (24 hrs)
- Peer Support Training: Groeschel (16 hrs)
- Operation Rush: Hoernke (16 hrs)
- CIT Training: Sahr (40 hrs)
- SFST Seated Battery Transition Course: Gallagher (8 hrs)
- 2014 Crime Prevention Conference: Zemlock (20 hrs)
- WI Crisis Negotiators Association Conference: Gollner (20 hrs)

Department Updates:

- Hiring Process Continues – Currently 2 positions remain open.
- 4th of July @ Seafood Fest Follow up. The event went very well. Having specific access points to the park worked very well. In addition, having the band play after the fireworks reduced the mass exodus from the park when the fireworks ended. These lessons will be tried in the full 4th of July event in 2015.

- PC Replacement is complete.
- Peer support team – participating officers have been identified and the training will take place in December or January.
- 2015 contract negotiations continue.
- On-line reporting system is getting close to being deployed.
- Budget hearing scheduled for November 6th at 5pm

Closed Session: Tony Gutierrez moved to begin closed session of the meeting at 5:00 pm. Terri Reuss seconded the motion. The Commission unanimously approved to enter a closed session.

Wisconsin statutes sec 19.85 (1)(c)

*Considering the employment, promotion, compensation or evaluating the performance of any Employee under the commission's jurisdiction.

*Open patrol position (consideration of candidates).

Adjourn: Terri Reuss moved to adjourn. Ron Duuck seconded the motion at 7:15 pm. The motion was unanimously supported.

The next bi-monthly meeting will be held Thursday October 16th 2014 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Action of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the acting Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,
Theresa Reuss
Commissioner, Secretary

Neenah-Menasha Fire Rescue
Fire Commission Meeting Minutes
December 17, 2014 – 12:00 p.m.
2nd Floor Conference Room – City of Neenah

Present: Commissioners Liebhauser, Kubiak, Keating, Lewis, McCann and John.

Also Present: Chief Auxier, Director Barber, HR Coordinator Cahak and Office Manager Theisen.

Commissioner Liebhauser called the meeting to order at 12:00 p.m.

Meeting Minutes: The Commission reviewed the October 22, 2014 meeting minutes. Commissioner Keating requested correction on the meeting minutes. In the eligibility list discussion he is listed as Alderman versus Commissioner. OM Theisen will make that change. **MSC Keating/Kubiak to approve the October 22, 2014 meeting minutes, with one minor correction, and place on file, all voting.**

Activity Report: The Commission reviewed the November activity report. This is informational only and no action is required.

Budget Report: The Commission reviewed the October 2014 budget report. Chief Auxier noted the City of Finance Department didn't have the November budget report completed as they were working on tax bills. Discussion was held on the Commission's 2015 budget. Director Barber explained how the budget is determined and how the monies will be spent. This is informational only and no action is required.

Firefighter Vacancies: The Commission reviewed the memo from Chief Auxier regarding the two firefighter vacancies. Chief Auxier noted NMFR's Joint Finance & Personnel Committee recommended both Common Council's approve filling the vacancies. The Menasha Common Council approved this at their meeting on 12/15/17. The Neenah Common Council will meet tonight to review this request. Commissioner Lewis asked why both Councils have to approve the vacancies. Chief Auxier said the merger agreement states both Councils have to approve all vacancies.

Shift Inspector Promotion: The Commission reviewed the memo from Chief Auxier regarding the resignation of Joe Olszewski from the Shift Inspector position. Chief Auxier said the next person on the promotion list for Shift Inspector is DuWayne Schwartz. He asked for approval to promote DuWayne Schwartz as Shift Inspector to fill the vacancy created by Joe Olszewski's resignation. **MSC Keating/Kubiak approve the promotion of DuWayne Schwartz to Shift Inspector and return Joe Olszewski to the position of Firefighter effective January 12, 2015, all voting aye.**

Firefighter Eligibility List: Director Barber explained the applicants for firefighter have been narrowed down to twelve people. The assessment dates have been scheduled for January 8, 2015 and January 12, 2015. Discussion was held on how many people the Commissioners wanted to interview for consideration of placement on our eligibility list. It was decided the assessment panel would interview all of the candidates and recommend the top candidates they would like them to interview and consider for placement on our eligibility list. These candidates would be interviewed by the Fire Commission on either January 28, 2015 or January 29, 2015. Both days will begin at 12:00 p.m. Director Barber will prepare the questions for review by the Commissioners prior to the interviews.

Fire Chief & Deputy Chief Job Description: Director Barber explained the procedure for future vacancies of positions is to review the job descriptions before hiring of a new person to ensure the job duties are current and update any requirements we may need/want before the position is filled. She explained it was decided the Deputy Chief position will not be filled until after a new Chief is hired for the Department as it would be better continuity if the new Chief provides input on who they would like as their Deputy Chief.

The Chief and Deputy Chief job descriptions were reviewed. Director Barber noted the Deputy Chief's job description has not been reviewed since consolidation. However, the Chief's job description was updated in 2013. Both Mayors did review the job descriptions. Both expressed their opinions on the education level for these positions and both felt these should be similar as the Deputy Chief does need to fill in as the Chief when they are not available.

A lengthy discussion was held on the educational levels and experience the Fire Commission wanted for these two positions. All of the Commissioners agreed these need to be similar due both positions responsibilities for the Department and as Emergency Management Director of both Cities. They also felt the educational level for these two positions should not be less than what we require for our firefighters.

MSC Keating/Kubiak to change the minimum training and experience required for the Deputy Chief job description to an Associates Degree in Fire Science or Bachelor's degree or higher, five years progressively responsible fire service supervisory experience (move-up Fire Officer or higher) Fire Officer I, Wisconsin Firefighter I, Wisconsin Firefighter II, Driver/Operator-Pumper certifications and valid driver's license. NIMS 700, 100 & 200 certification must be completed within 30 days of hire, all voting aye.

MSC McCann/Lewis to change the minimum training and experience required for the Fire Chief job description to an Associate's Degree in Fire Science or Bachelor's degree or higher, seven years progressively responsible fire service supervisory experience (move-up Fire Officer or higher) Fire Officer I, Wisconsin Firefighter I, Firefighter II, Driver/Operator-Pumper certifications and valid driver's license. NIMS 700, 100 & 200 certification must be completed within 30 days of hire, all voting aye.

The Commission authorized Director Barber to work with Chief Auxier, and Administration staff, to review the rest of both job descriptions to make sure everything is accurate and there is consistency with both of them for when the Deputy Chief has to fill in during the Chief's absence. This will be brought back to the Fire Commission for review at meeting in February, 2015.

Selection of Criteria for Chief's Position: Discussion was held regarding the selection of criteria that Director Barber would use to rank the candidates who apply for the Chief's position. This would be used as a way to decrease the number of applications the Fire Commission would need to interview. **MSC Kubiak/Keating to approve the selection of criteria Director Barber is to use for ranking all of the Fire Chief applications, all voting aye.**

Hiring Timeline for Chief's Position: The Committee reviewed the proposed timeline for recruitment. Director Barber noted Chief Auxier will not retire until a new Chief has been hired to ensure a smooth

transition within the Department. **MSC Keating/Liebhauser to accept the recruitment timeline provided by Director Barber for the Fire Chief position, all voting aye.**

Authorization to Advertise: Director Barber asked for permission to begin the advertising process so she can meet the recruitment timeline the Commission approved. **MSC Keating/McCann authorizes Director Barber to advertise for the Fire Chief position, all voting aye.**

MSC Lewis/John to adjourn at 1:30 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday November 25, 2014

Meeting was called to order by Commission President Youngquist at 8:10 a.m.

Present: Commissioners Mike Sambs, Raymond Zielinski, Jim Gunz, Tim Hamblin, Kathy Bauer, Steve Coburn, Dale Youngquist; Manager Randall Much, Accountant Roger Voigt.

Also Present: Tom Kispert, Amy Vaclavik (McMAHON); Paul Much (MCO); Jon Myers (Atlas Copco).

Public Forum. No one in attendance for public forum.

October 28, 2014 Regular Meeting minutes: Motion by Commissioner Zielinski, second by Commissioner Coburn to approve the minutes from the October 28, 2014 Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

October 28, 2014 letter from Randall Much, NMSC to Mr. Troy Huebner, U.S. Paper Mills.
RE: Current flow monitoring and sampling facilities not providing representative samples.

Manager Much reported he discussed this issue with Troy Huebner. Troy indicated he will obtain a proposal from Kaempfer & Associates; the proposal will be sent to the corporate office for approval. Troy is hopeful he will receive approval by the end of the year.

Old Business

Manager Much reported he met with Mark Radtke and Pam Captain at the City of Menasha to discuss the contract with U.S. Paper Mills and also their metering station.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. President Youngquist addressed Jon Meyer regarding not receiving a letter from HSI or Atlas Copco providing the Commission a plan on how they will proceed to resolve the issues with the blowers. Jon apologized for his error in not providing the Commission a letter; he missed seeing this detail in the notes he received from Brian who attended the meeting last month. Jon distributed and discussed a copy of an email sent to Tom Kispert on what needs to be completed with the blowers. President Youngquist expressed his concerns again of promises made every month and not being met; we paid for six working blowers and we don't have what we paid for. President Youngquist questioned Jon if Atlas Copco has units under their name brand that could replace the HSI units. Jon responded the Atlas Copco units are smaller sized units; he also reported the updates being performed on the units are bringing the HSI units to the current design that is being sold. It is the policy to have parts available for

these units for 30 years. The next generation of units are now being developed and the design uses magnetic bearings; availability of these units is anticipated next summer. Commissioner Gunz added he agrees that the Commission deserves six blowers that work. Jon reported he believes they will be completed by December 15; you will have 6 blowers that will run. The Commissioners discussed setting a deadline date of December 15 to have the blowers repaired and running. Commissioner Gunz indicated he finds it hard to believe they would be done by December 15; what difference does it make if we wait until January 27 and then further discuss our actions? We can look at scheduling a closed session at the January 27 meeting with the attorney. Commissioners discussed the issue with basin #6; Manager Much is not sure it is an issue related to the HSI blowers. Jon reported he will make the commitment to change out the blowers if they don't have them running. President Youngquist indicated he would like a written commitment from Atlas Copco detailing the options they will take to make the situation right if they are unable to provide 6 working blowers. Commissioner Gunz questioned Jon if he has corporate authority to promise new blowers; Jon said yes, I do.

Phosphorus Removal – Manager Much reported on visits made to look at the operation of two analyzer units; one unit is from HACH and the other unit is from ASA. Commissioner Gunz questioned if we received our new discharge permit; Manager Much responded no, the current permit expired 3 years ago. The new permit will be for 5 years from the time we receive it.

Construction Progress Update. Tom Kispert reviewed his memo to the Commission. The contract with August Winter & Sons is complete; centrifuge testing will likely occur in January.

Tom Kispert discussed Certificate for Payment #21 with August Winter & Sons, Inc. in the amount of \$161,961.06; this is the final pay request from them. After discussion, motion by Commissioner Gunz second by Commissioner Sambs to approve for payment Certificate for Payment #21 and final with August Winter & Sons, Inc. in the amount of \$161,961.06. Motion carried unanimously.

Tom Kispert reported on a possible future item: polymer system upgrade. Once the centrifuge performance testing is complete, the results of the testing may require upgrading the polymer system. Items remaining for project closeout include: O&M Manual certification checklist, facilities map for the Work Order Management System; final testing of the ACP's are underway, and final screen views to be reviewed on the last 4 area control panels. After discussion, motion by Commissioner Gunz second by Commissioner Sambs to authorize signing off on the O&M Manual certificate after it is complete. Motion carried unanimously.

Amy Vaclavik discussed her letter to Manager Much regarding close-out requirements for the Clean Water Fund loan; the CWF will not release all funds until certain items are completed. Currently there is a 2% hold on funds; this can get changed to 1%. After discussion, motion by Commissioner Gunz second by Commissioner Coburn to accept contracts N0008-910101-2, A, C, D, E, F, G, H, K, L, N, O, P, Q, and R. Motion carried unanimously. Motion by Commissioner Gunz second by Commissioner Bauer authorizing the signing of the Wage Rate Compliance Certification, Disadvantaged Business Enterprises Contract Action Utilization Document, and the O&M Manual Certification Checklist. Motion carried unanimously.

Motion by Commissioner Gunz second by Commissioner Bauer to approve for payment McMahon invoices #40543 and #40790 related to the Construction Project in the amounts of \$305.00 and \$12,000.00. Motion carried unanimously.

Tom Kispert reported on the electronic communication of flow data from remote sites; panels are being constructed.

Tom Kispert reported on the status of the iReportPlus Reporting Software to replace the current OPS32 software; the software is ordered, reports will be developed based on staff needs.

Manager Much reported on the HVAC in the old blower building; the building requires a 2 ton A/C unit. There were two 3-ton units installed. Tom reported McMahon picked up the cost for the removal of one of the units from the building. Manager Much questioned what would we do with the extra unit. Tom reported it was his understanding it is interchangeable with other units we have and can be used as a spare. Manager Much questioned if it is interchangeable based on conversations; if it is interchangeable we could keep it as a spare, if it isn't do we get money back?

To accommodate those in attendance, President Youngquist moved to Agenda item 6.L. – 2015 Property & Liability Insurance renewal.

Chris Reichelt (McClone Agency) distributed and discussed a Premium Summary for the 2015 renewal of the NMSC property & liability insurances. Chris briefly reviewed the packages, coverages, deductibles, and premiums. After discussion motion by Commission Gunz second by Commissioner Bauer to accept the 2015 renewal premiums for the NMSC property and liability insurances. Motion carried unanimously.

The meeting returned to the Agenda as published.

Motion by Commissioner Gunz second by Commissioner Sambs to approve the sewer extension request for Castle Oak IV located in the City of Neenah. Motion carried unanimously.

Commissioner Zielinski was excused from the meeting at 9:46 am.

Manager Much discussed the Operating Report for the month of October 2014. The plant is operating well. After discussion, motion by Commissioner Coburn, second by President Youngquist to accept the Operating Report for the month of October 2014. Motion carried unanimously. Manager Much reported on plans submitted by Kaempfer & Associates for modifications to the metering stations; they were reviewed by Tom Kispert.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of October 2014. The Operations are reporting a net income; the amount of income will be reduced during the last couple months of the year. There has been no change in the interest rates on our investments. MCO generated \$4,100 in revenues to the Commission during the month of October. After discussion, motion by Commissioner Gunz, second by Commissioner

Hamblin to accept the Accountant's Report for the month of October 2014. Motion carried unanimously.

Manager Much discussed the 2015 contract increase for MCO. The CPI-U Index Table 3 – All items less medical care, has increased 1.6%. MCO's health insurance plan will have no increase in premiums for the twelve month period of December 2014 to November 2015. After discussion motion by Commissioner Gunz second by Commissioner Sambs to approve the 2015 contract increase request of MCO in the amount of 1.6%. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Coburn to approve for payment MCO invoices #18756 and #18797 in the amounts of \$121,837.00 and \$479.00 with payment to be made after December 1, 2014. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Coburn to approve Operating and Payroll Vouchers #134686 through #134733 in the amount of \$223,620.55 and Construction Vouchers #244 and #245 in the amount of \$41,501.02 for the month of October 2014. Motion carried unanimously.

Motion made by Commissioner Gunz, seconded by Commissioner Hamblin to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:55 a.m.

President

Secretary

CITY OF MENASHA
Parks and Recreation Board
City Hall – 140 Main Street
December 8, 2014
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Nancy Barker, Sue Pawlowski, Ald. Michael Keehan, Tom Marshall, Lisa Hopwood, Cindy Schaefer-Kemps

MEMBERS EXCUSED:

OTHERS PRESENT: PRD Tungate, PS Maas, Richard Loehning- Menasha Historical Society

C. MINUTES TO APPROVE

1. **Minutes of the November 10, 2014 Park Board Meeting**

Motion by N. Barker, seconded by Ald. Michael Keehan to approve the minutes of the November 10, 2014 meeting. Change the word moving to mowing. Motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Richard Loehning spoke about the need to add a security light on the newly painted caboose in Smith Park. The roof over the caboose is also in need of repair. Park staff is making plans to address these issues and will be in contact with Mr. Loehning.

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report** – PRD Tungate reported that a memorandum of understanding will be sent to Dave Mix at VFW 2126 that outlines the Board's action last month regarding what would be permitted on the Isle of Valor. It was also mentioned that Mayor Merkes will likely appoint an ad-hoc committee to suggest a place for the downtown bank columns. The columns may or may not end up in a city park. Any recommendation to have them placed in a park must receive Board approval.
2. **Park Project and Vandalism Report** – PS Maas reported that the pool has been winterized, the new boiler has been installed. Snow removal and tree trimming has also been taking place.

F. DISCUSSION

1. **Use of unspent pool boiler funds on slide rehabilitation work:** PRD Tungate outlined plans to draft a resolution making a 2014 budget adjustment to allow the use of \$10,000 of unspent boiler money to be used for necessary repairs to the slide. The Board supported such a move and noted it was important to keep the pool in good working order as long as necessary until a decision is made on a new or fully rehabilitated pool.
2. **Holiday Hayride update:** Record number of riders this year. Moderate temperatures and a little bit of snow on the ground likely were factors.
3. **Gilbert Site update:** PRD Tungate outlined a plan to bring the two bids that comprise the entire project to the Board of Public Works on December 15. A couple of modest change order deducts will also be brought forward. TIF #11 funding will be requested to provide the remaining portion of the city's match for the project. Work could begin in January if all the paperwork is completed in a timely manner.

4. **Koslo Park ball diamond project update:** Staff has recently devoted time to investigating the best backstop and price estimates for Koslo Park. The backstop is the first part of the field renovation project and it's conceivable that the work could be done this winter. Staff has consulted with field users and the consensus is that a black backstop is the way to go from both an aesthetic and better spectator viewing perspective. Fencing contractors will be offered the opportunity to join the scoreboard sponsorship program, which would effectively reduce the final cost of the backstop.
5. **New park planning update:** a neighborhood information meeting is being planned for January 26. Attendees can expect to see graphics of play equipment, a park shelter and a concept master plan for the park. Staff is also preparing a brochure to assist in the fundraising efforts of the Menasha Rotary Club as they prepare to raise funds or in-kind services for the park.

G. ACTION ITEMS

1. **Election of Board Officers for 2015:** Motion by N. Barker, seconded by L. Hopwood to nominate D. Sturm as Chairman for 2015. No other nominations were made. Motion carried 7-0. Motion by S. Pawlowski, seconded by Ald. M. Keehan to nominate L. Hopwood as Vice-Chair. No other nominations were received. Motion carried 7-0

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

I. ADJOURNMENT

Motion by Ald. M. Keehan, seconded by S. Pawlowski to adjourn at 7:15 pm. Motion carried.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
December 16, 2014
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:34 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Kevin Benner, DPW Radtke and Commissioners Sturm, Schmidt, DeCoster and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: None.

PLAN COMMISSION MEMBERS ABSENT:

OTHERS PRESENT: CDD Keil, Lilly and Richard O'Connell, Tom Grade and Brian Moore.

3:30 PM – Public Hearing Regarding Proposed amendment to Title 13 of the Menasha Code of Ordinances pertaining to Electronic Message Center signage

Mayor Merkes opened the public hearing at 3:34 PM.

No one spoke.

The hearing was closed at 3:35 PM.

C. MINUTES TO APPROVE

1. Minutes of the November 18, 2014 Plan Commission Meeting

Motion by Ald. Benner, seconded by Comm. DeCoster to approve the November 18, 2014 Plan Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. DISCUSSION

1. Nonconforming Usage in the R-1 Single Family Residential Zoning District

Commissioners reviewed the map showing the locations of nonconforming uses in the R-1 Single Family district and discussed the prospects for eliminating some of them through zoning actions. Commissioners also discussed possibilities for rezoning properties that are occupied as single family from R-2 to R-1 and directed staff to prepare a map of such properties for consideration at a future meeting.

F. ACTION ITEMS

1. Proposed Amendment to Title 13 of the Menasha Code of Ordinances Pertaining to Electronic Message Center Signage

CDD Keil explained that electronic message centers (EMC's) are presently only permitted in the C-1 and I-1 and I-2 zoning districts. Kwik Trip, which is planning a new facility at Midway and Appleton Road has requested an EMC at that location, which is currently zoned C-4 Business Park District. The proposed amendment would allow EMC's in the C-3 and C-4 districts following application for and approval of a Special Use Permit.

Commissioner's discussed impacts on neighboring properties and whether the current standard of 200 feet from a residential property triggering a Special Use Permit requirement in the C-1

district is appropriate.

This item was held with direction to staff to further evaluate off site impacts of EMC's.

2. **Site Plan Amendment – 2205 Midway Road – Oak Park Place**

CDD Keil reported that the developer has requested the amendment to enable the construction of an additional twelve units of memory care. The building additions will not have a material effect on the overall site plan.

Motion by Comm. Schmidt, seconded by DPW Radtke to approve the site plan amendment with the condition that revised landscape and storm water plans be submitted to staff for review and approval. The motion carried.

3. **Certified Survey Map – 820 Arthur Street**

CDD Keil stated that the owners of the parcel have had the CSM prepared to split the lot into two parcels. Both parcels comply with zoning standards for minimum width and area, and that the existing structures meet setback requirements.

Motion by DPW Radtke, seconded by Comm. Schmidt to approve the Certified Survey Map for 820 Arthur Street. The motion carried.

4. **Consideration of Proposed Improvements – Vacant Lot on Brighton Drive at Lake Winnebago**

Tom Grade reported on his efforts to work with the owners and the razing contractor to salvage architectural elements from 175 Main Street with the intention that these elements be incorporated into city-owned sites, including the site on Brighton Drive. Commissioners discussed the merits of retaining these items for future reuse and the desirability of developing a plan for their future use and disposition.

Motion by Ald. Benner, seconded by Comm. Sturm to recommend that the Common Council authorize the use of city staff and equipment to facilitate the salvage, relocation and storage of architectural elements from 175 Main Street for future reuse on city properties. The motion carried.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. DeCoster, to adjourn at 4:50 PM. The motion carried.

Minutes respectfully submitted by CDD Keil.

CALUMET COUNTY HIGHWAY DEPARTMENT

241 E. Chestnut St., Chilton, WI 53014-1554

Phone (920) 849-1434 – Appleton Area (920) 989-2700

Fax (920) 849-1405 - Web Address: www.co.calumet.wi.us

December 11, 2014

City of Menasha
Attn: Mayor Merkes
140 Main St.
Menasha WI 54952

Re:: CTH LP From USH 10 to CTH AP
Calumet County

Dear Mayor Merkes,

The Calumet County Highway Department has plans to reconstruct CTH LP from USH 10 to CTH AP during the 2018 reconstruction season. The proposed project will bring the rural section of CTH LP between USH 10 and CTH AP up to urban standards.

Ayres Associates has been hired to perform the survey and design of this project. As part of this process, you will see staff from Ayres Associates on location working on topographic survey, in addition, next spring they will be doing archaeological investigations, and wetland delineation along the corridor.

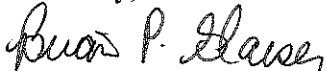
After preliminary plans have been prepared, a public informational meeting will be held and the property owners will be invited to review the plans and ask questions regarding this project. Through the public involvement meetings, and your input we are able to develop a project that will suit the needs of not only citizens of Calumet County, but the residents of this area.

Please notify us of any underground facilities which may be affected by this project.

We have made every attempt to contact all property owners affected by this project, however, please share this information with your neighbors and other interested parties.

We appreciate your cooperation during this project. Please call our office at (920) 849-1434 with any questions or concerns you may have.

Sincerely,



Brian Glaeser, Commissioner
Calumet County Highway Department

Pc: Kenneth Draheim, Calumet County Consultant Selection Committee Chair
Matthew Budde, Calumet County Consultant Selection Committee
Todd Romenesko, Calumet County Administrator
CTH LP Project File



DEPARTMENT OF THE ARMY
DETROIT DISTRICT, CORPS OF ENGINEERS
477 MICHIGAN AVENUE
DETROIT, MICHIGAN 48226

December 16, 2014

Engineering and Technical Services Division
Great Lakes Hydraulics and Hydrology Office

To Our Lake Winnebago Partners:

The purpose of this letter is to inform you of our upcoming interagency conference call regarding the Lake Winnebago drawdown strategy. The conference call is scheduled for Wednesday, January 14, 2015 at 1:30 PM (C.S.T.). During the conference call, the timing and extent of the 2015 winter drawdown on Lake Winnebago will be discussed. The agenda for the conference call is as follows:

- Introduction and Conference Call Guidelines
- Basin Conditions to include:
 - Lake Winnebago water levels, Snow pack, Ice cover, River flows
- Expected winter conditions
- Drawdown timing and extent
- Open forum for questions

This conference call is open to the public. To join the conference call, please dial (877) 873-8017 and enter 5016219 when prompted for the pass code. After entering the access code, you will be asked to enter the security code which is 1234. Once you have joined the conference call, please press *6 to mute your phone. You may press *6 again during the call when you wish to speak.

For your added convenience, we would like to continue sending out our meeting notices and information using email whenever possible. We will continue to mail out hard copies to those people who do not use email. Please send an email to Keith.W.Kompoltowicz@usace.army.mil and list the email address that you would like these notices sent to if you haven't already.

If you have any questions please feel free to call Mr. Keith Kompoltowicz at (313) 226-6442.

Sincerely,

A handwritten signature in black ink that reads "Michael K. O'Bryan".

Michael K. O'Bryan, P.E.
Chief, Engineering and Technical
Services Division



PRESS RELEASE

Elisha D. Smith Public Library
440 First Street, Menasha, Wisconsin 54952
Phone: 920-967-3662 FAX: 920-967-0012
www.menashalibrary.org

FOR RELEASE: before January 13, 2015

CONTACT INFORMATION: Vicki Lenz, 920-967-3661, lenz@menashalibrary.org

Meet K-9 Officer Athos at Luigi's

The Menasha Public Library is hosting a reading night out at Luigi's Restaurant at the corner of Ahnaip St. and Nicolet Blvd in Menasha on Tuesday, January 13, between 5:00 and 7:30 pm.

Menasha Police Department's K-9 officer Athos and his handler Officer Matt Spiegel will be reading children's books at 5:00, 6:00, and 7:00pm. Luigi's will donate a percentage of the cost of dinners to the library's endowment fund.

After dinner, families are encouraged to head over to the library for a Winter Reading Program kick-off party with crafts, stories, and games. This event is coordinated by the Elisha D. Smith Board of Trustees Fundraising Committee.



MEETING MINUTES
WAVERLY SANITARY DISTRICT
December 11, 2014
District Office - N8722 County Rd. LP

AMENDED

1) **MEETING WAS CALLED TO ORDER** at 10:00am by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Systems Operator Krueger	(RWK)
Commissioner Kasten	(DLK)	Systems Operator Van Zeeland	(TGV)
Commissioner Bartlein	(JJB)	Systems Operator Dornfeld	(DWD)
Consultant Sambs	(MLS)	Office Manager Girdley	(CMG)
Consultant Fulcer	(LJF)	Admin Assistant Weir	(PMW)
Travis Parish - Harrison Manager		Engineer Martenson	(SCM)

3) **APPROVAL/ACCEPTANCE OF 11/13/14 MEETING MINUTES:**

MOTION (DLK¹/JJB²) to approve November minutes. Motion carried 3-0.

4) **APPROVAL/ACCPTANCE OF OCTOBER & NOVEMBER 2014 FINANCIAL AND BUDGET COMPARISON REPORTS:** MOTION (JJB¹/DLK²) to approve October & November 2014 Financial/Budget Comparison Reports. Motion carried 3-0.

Invoices were approved for payment and checks were signed prior to the meeting.

5) **COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

- Firelane 9 (Acct#2560) Sanitary Sewer Backup/Cleanup Invoice dated 10-6-14: CMG reported bill from DeDecker Cleaning was forwarded to Speedy Clean.
- Acct #0340 (Bodway Property) Water/Sewer Service: Commission felt COM needs to contact VOH to work out special assessments on the property. MOTION (DLK¹/JJB²) to turn on Jim Bodway's water. Motion carried 3-0. RWK will contact Bodway with decision.
- Future Lift Station – Neenah-Menasha SSA Hold Area Designation Removal: Harrison will send WSD letter requesting service be extended to the area.
- Lakeview Stormwater Pond: Spring completion expected.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 11/11/14 were determined safe by Clean Water Testing. Report on file.

7) **OLD BUSINESS**

- 2013 Wisconsin Act 25-Municipal Customer Privacy Bill and Senate Bill 517 Act 274-Tax Roll Certification of Unpaid Utility Bills: Nothing to report
- City of Menasha Appeal Case No. 13-CV-189: COM Court of Appeals Brief received 11/12/14 and WSD Court of Appeals Brief received 12/5/14. There is no required timeline for the ruling.

8) **DISTRICT'S REPAIR/MAIN EXTENSION/MODIFICATION PROJECTS** - None

9) **GENERAL CONSTRUCTION STATUS (INDIVIDUAL DEVELOPER FUNDED PROJECTS)**

- Harrison Apartments: CMG reported only one outstanding engineering reimbursement remains. Final walk-thru and punch list will be completed in 2015.

- Harrisville Place: SCM reported water/sewer construction complete but waiting on record drawing, lien waiver, walk-thru and safe water sample.
- Oak Park Place: CMG reported connection fees were paid. Project is under construction.
- Ponds of Menasha – Phases 2 & 3: SCM reported sewer/water has been constructed for phase 3.
- Old Highway Rd (Tim Wittmann): Off agenda until spring.

10) **NEW BUSINESS**

- Next meeting is **Thursday January 22, 2014** (9:00am) at District Office
- Additional Authorized Check Signer: Penny M. Weir, Admin Asst: MOTION (DLK¹/JJB²) to approve. Motion carried 3-0.

11) **OFFICE REPORT:** CMG reported there were 78 residential connection permits and five commercial connection permits end of November compared to 76 residential connection permits at end of November 2013. Report on file.

12) **FIELD REPORT:** RWK reported COM plow hit manhole because pavement around it sunk and city feels WSD should repair road but WSD believes road maintenance is responsibility of municipalities. Staff will request representative from COM to attend next meeting to discuss this.

13) **OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION**

- Year 2014 Budget Adjustments and 2015 Budget Amendments: MOTION (JJB¹/DLK²) to approve three budget adjustments for 2014. Motion carried 3-0.

14) **CLOSED SESSION – The Waverly Sanitary District Commission will convene into closed session pursuant to WI Stats 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. *Discuss employee wages, compensation and employee insurance premiums.*** MOTION (JJB¹/DLK²) to go into closed session. Roll call vote: DLK-aye, JJB-aye, DRB-aye. Motion carried.

Pursuant to section 10.85(2) of WI Stats the Commission may return to open session for action on the closed session: MOTION (JJB¹/DLK²) to go into open session. Roll call vote: DLK-aye, JJB-aye, DRB-aye. Motion carried. Employees will receive 1.5% wage increase and pay 7% of insurance premiums.

15) **FINAL 2015 BUDGET REVIEW, DISCUSSION AND ADOPTION:** MOTION (DLK¹/JJB²) to approve/adopt 2015 budget. Motion carried 3-0.

16) **ADJOURNMENT:** MOTION (JJB¹/DLK²) to adjourn. Motion carried 3-0. Meeting was adjourned at 12:10am.

Submitted by Penny M. Weir
Administrative Assistant



MEMORANDUM

TO: City of Menasha Common Council

From: Nancy McKenney, RDH, MS, Public Health Director

Date: January 5, 2015

RE: City of Menasha Senior Center Renovation Update

The purpose of this Memorandum is to communicate progress on the City of Menasha Senior Center Renovation project. In summary:

- A Mid-Project Public Hearing was held at the temporary Menasha Senior Center on December 11, 2014. Todd Drew provided a project update and answered questions.
- The project encountered some initial delays related to the relocation of utility services to the building and an unmarked storm sewer line. All issues have been addressed.
- All shop drawings have been submitted by Commonwealth Construction and approved by the architect. This includes all structural, mechanical and interior components.
- To date the only known cost variations are related to a change in the exterior brick, an increase of approximately \$40.00.
- The electrician's base bid reflected the LED lighting option which will be installed instead of fluorescent. This should result in electricity savings.
- It is anticipated that the project will be completed in mid-February 2015.
- Fundraising will continue into 2015.

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, December 15, 2014
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner.

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Deputy Clerk Strauss.

D. PUBLIC HEARING

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

(five (5) minute time limit for each person)

No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 12/01/14.](#)
- b. [Board of Health, 11/12/14.](#)
- c. [Board of Public Works, 12/01/14.](#)
- d. [Committee on Aging, 11/13/14.](#)
- e. [NMFR Joint Finance and Personnel, 12/08/14.](#)
- f. [Neenah-Menasha Sewerage Commission, 09/23/14.](#)
- g. [Redevelopment Authority, 12/09/14.](#)
- h. [Water and Light Commission, 11/19/14.](#)

Communications:

- i. [PHD McKenney, 12/15/14; Menasha Health Department Staff Approved for Training at the Federal Emergency Management Agency, US Dept. of Homeland Security, Center for Domestic Preparedness.](#)
- j. [Mayor Merkes to Contributors of the Football Banner, 12/11/2014; Thank you letter.](#)

Moved by Ald. Benner seconded by Ald. Zelinski to receive Minutes and Communications A-J.

Motion carried on voice vote.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. [Common Council, 12/01/14.](#)
2. [Special Common Council, 12/08/14.](#)

Administration Committee, 12/01/14 – Recommends the Approval of:

3. [Renewal quotation for Underground Storage Tanks insurance of ACE American Insurance Co. for one year in the amount of \\$4,248.](#)
4. [Grant Agreement between Winnebago County and City of Menasha for the term 1/1/15 – 12/31/15 for Menasha Senior Center.](#)
5. [Grant Agreement between Winnebago County and City of Menasha for the term 1/1/15 – 12/31/15 for 60 Plus Health and Wellness Program.](#)

Board of Public Works, 12/01/14 – Recommends the Approval of:

6. [Request to Remove a Portion of Elevated Walkway Behind 175 Main Street.](#)

NMFR Joint Finance and Personnel, 12/08/14 – Recommends the Approval of:

7. [Authorize hiring two firefighters after January 1, 2015 subject to the departure or retirement of two existing employees with Neenah-Menasha Fire Rescue.](#)
8. [Approve the purchase in January 2015 of eleven \(11\) OTS Guardian Full Face Masks with the EM-OTS2 Communication Microphones and Earphones for \\$795 per unit for a total of \\$8,745.00 plus \\$55.00 shipping for a grand total of \\$8,800.00.](#)

Moved by Ald. Benner seconded by Ald. Sevenich to approve Consent Agenda items 1-8.

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 12/04/14 to 12/11/14 in the amount of \\$1,067,985.85.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.

Motion carried on roll call 8-0.

2. [Beverage Operators License Applications for the 2013-2015 licensing period.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license application as listed in memo dated 12/11/14.

Motion carried on roll call 8-0.

3. [Fourth Amendment to Development Agreement Among City of Menasha and Cypress Homes and Realty, Inc. Dated June 20, 2011.](#)

CDD Keil explained the details of the Development Agreement.

Moved by Ald. Englebert seconded by Ald. Langdon to approve the Fourth Development Agreement among the City of Menasha and Cypress Homes and Realty, Inc. dated June 20, 2011.

Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. [R-30-14; Resolution Approving a 2014 Budget Adjustment of \\$10,000 For Pool Slide Rehabilitation Work. \(Introduced by Ald. Keehan and Ald. Langdon\).](#)

Moved by Ald. Keehan seconded by Ald. Langdon to adopt R-30-14 Resolution Approving a 2014 Budget Adjustment of \$10,000 for pool slide rehabilitation work.

Motion carried on roll call 8-0.

2. [R-31-14; Resolution Approving a 2014 Budget Adjustment of \\$5,000 for Health Department Equipment. \(Introduced by Alderman Nichols\).](#)

Moved by Ald. Nichols seconded by Ald. Englebert to adopt R-31-14 Resolution Approving a 2014 Budget Adjustment of \$5,000 for Health Department equipment.

Motion carried on roll call 8-0.

K. APPOINTMENTS

1. Reappointment of Katherine Bauer, 709 Lincoln Street, Menasha, to the Neenah-Menasha Sewerage Commission, for the term 01/01/2015 to 12/31/2018.

Moved by Ald. Sevenich seconded by Ald. Taylor to approve appointment of Katherine Bauer.

Motion carried on voice vote.

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

- N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)
No one spoke.

- O. RECESS TO BOARD OF PUBLIC WORKS.
Moved by Ald. Benner seconded by Ald. Keehan to recess at 6:23 p.m.
Motion carried on voice vote.

Reconvened at 6:58 p.m.

- P. ACTION ITEMS
Moved by Ald. Benner seconded by Ald. Englebert to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
Motion carried on roll call 8-0.
 1. Claim of John Marra.
 2. Updates on PCB Litigation.
 3. May reconvene into open session immediately following any closed session in order to take action on the closed session items. Wis. Stat. 19.85(2).

Moved by Ald. Sevenich seconded by Ald. Benner to reconvene into open session to take action on closed session item 1. Wis. Stat. 19.85(2).
Motion carried on voice vote.

Moved by Ald. Sevenich seconded by Ald. Englebert to deny the claim of John Marra.
Motion carried on roll call 8-0.

- Q. ADJOURNMENT
Moved by Ald. Sevenich seconded by Ald. Benner to adjourn at 7:26 p.m.
Motion carried on voice vote.

Respectfully submitted by Susan M. Strauss, Deputy Clerk.

Memorandum

To: Board of Public Works
From: Greg Keil, CDD, Mark Radtke, DPW, Brian Tungate, PRD
Date: December 10, 2014
RE: Recommendation to Award - Gilbert Shoreline Park Improvements Contracts

The Gilbert Shoreline Park Improvements Project involves the construction of a multi-use concrete trail, renovation of an existing trestle structure, and various shoreline and landscaping amenities. The project was split into two contracts, Contract Unit 2014-03 for the trail construction and Contract Unit 2014-04 for the trestle modifications. The bid openings for this project were held on October 14, 2014. Three bids were received for the trail portion and two bids were received for the trestle portion. The bid tabulation is attached for your review. The low bidder for both projects is Janke General Contractors.

The low bids for both contracts amount to \$773,563.50. Deduct change orders in the amount of \$40,155.00 are before the Board for consideration at tonight's meeting. If approved, the change orders would reduce the total cost for both contracts to \$733,408.50. The cost estimate for the entire project, prepared by RA Smith National, was \$700,322.50. When the bids were let it was our hope and expectation that the bids would come in well below the estimate. This was not the case, and can be attributed to several factors, including the expansion of the project scope in the area of the pond, and an increase in prices resulting from the general upswing in construction projects due to an improving economy.

The City of Menasha was awarded \$499,400 in Stewardship Funds from the Wisconsin Department of Natural Resources for this project. In order to receive the entire grant amount, the City will meet the DNR's requirement to show approximately \$1 million in total costs, which includes the project amount and the land donation value (\$279,000).

The City's local match will break down as follows: \$140,000 for the donated land value, \$62,000 in anticipated donations or in-kind services (almost \$25,000 already received), \$25,000 in Parkland Dedication funds, and \$248,000 through TIF #11. It should be noted that in the end, the City will have a public park worth more than \$1 million with approximately one quarter of the cost supported with public funding (TIF #11).

At this juncture, several options exist as follows:

- Don't do the project We believe this would be a poor choice because our residents would be deprived of significant new waterfront recreational opportunities. Furthermore, it would have a substantial negative effect on the redevelopment prospects for and the future taxable value of the Gilbert site.

- Rebid the project We also don't think this is a good choice for a number of reasons including the following. There was limited interest in the project in as much as we only received two bids on the trestle contract and three bids on the trail contract. Secondly, there was a large gap (\$274,892.55) between the low bidder and the next lowest bid on the trestle contract, with the likely prospect that the low bidder would increase its bid amount now knowing what others bid. Lastly, construction materials (especially concrete) and labor costs are on an upward trend due to a cement shortage and more demand for materials and labor.
- Modify the project Staff has been evaluating components of the bid package to determine what pieces may be reduced or eliminated. A portion of each contract has already been addressed through the two pending change orders before the Board of Public Works. Additional modifications that impact contract quantities such as reducing the trail width from 12 feet to 10 feet and reducing the topsoil thickness in some landscaping areas are also contemplated. We do not intend to effect any drastic changes in the project scope that may compromise the integrity of the project as a whole.
- Commit more local funds Staff has initiated efforts to solicit contributions for discreet project items such as benches and trees as well as broader project sponsorship. We already have close to \$25,000 committed and further fundraising efforts are expected to return additional contributions. The remaining funds needed to fill the gap can ultimately be funded out of TID#11, which had identified \$650,000 in project plan expenditures for the shoreline park. Insufficient increment has been generated by TID #11 to fill the remaining projected gap of \$248,000 at this time. If the project is to proceed as planned, an advance of this amount from the general fund reserves or a separate borrowing for this purpose would need to be undertaken.

It is staff's recommendation that we proceed with the project making modifications through change orders, aggressively pursue fundraising options, and fund the remaining gap through a temporary advance of fund reserves to TID #11. We, therefore, recommend that Contract Unit No. 2014-03 for the trail construction be awarded to Janke General Contractors in the amount of \$478,038.50 and that Contract Unit No. 2014-04 for the trestle modifications be awarded to Janke General Contractors in the amount of \$295,525.00.

City of Menasha, WI

Bid Opening Tabulation

Bid Opening: October 14, 2014, 11:00 a.m.

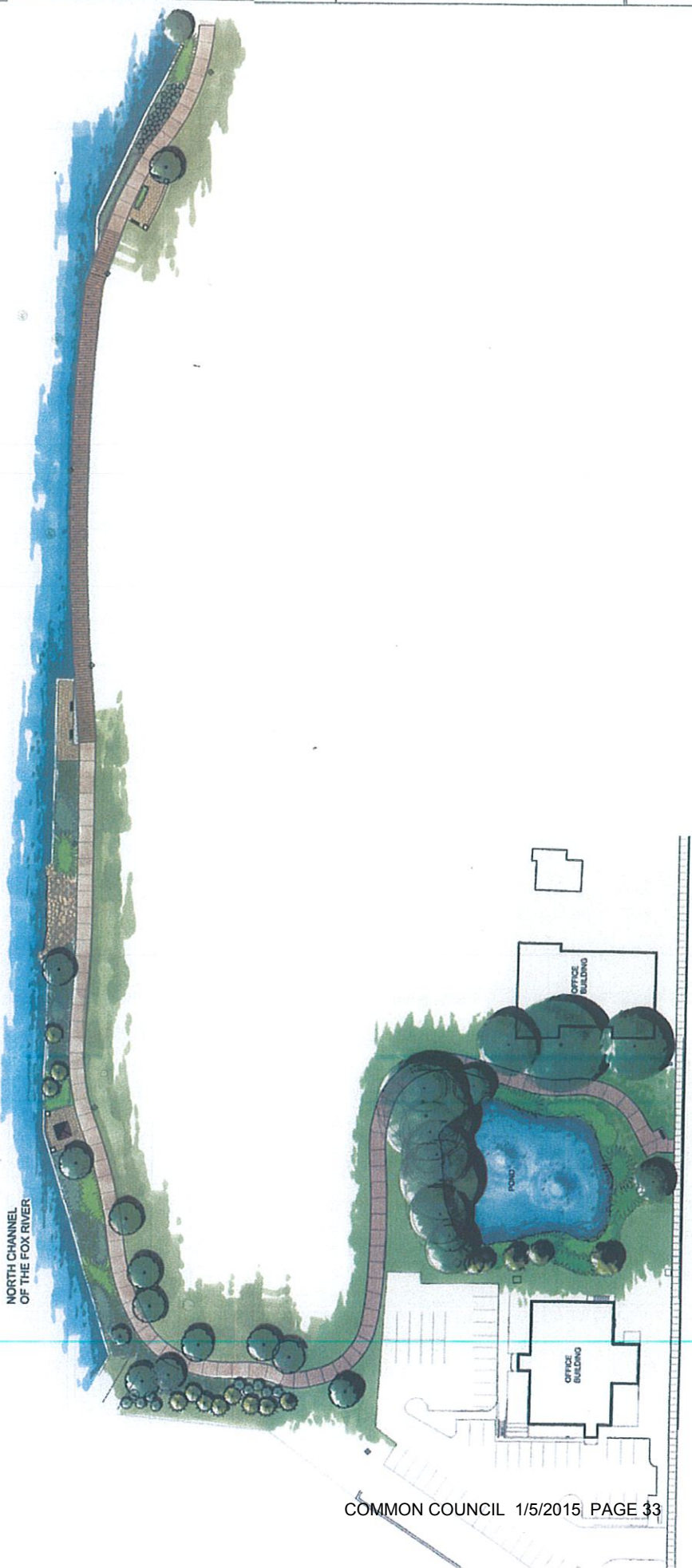
Gilbert Riverfront Trail - 2014-03 (eBidDoc #3518577)

Bidder	Bid Bond	Bid Total
Advance Construction	NO BID	\$
Janke General Contractors	✓	\$ 478,038.50
Larson Construction	NO BID	\$
Miron Construction	✓	\$ 517,550.99
Sommers Construction	NO BID	\$
Vinton Construction	✓	\$ 508,473.95

Gilbert Trestle Improvements - 2014-04 (eBidDoc #3528803)

Bidder	Bid Bond	Addenda Confirmed		Bid Total
		No. 1	No. 2	
Janke General Contractors	✓	✓	✓	\$ 295,525.00
Larson Construction	NO BID			\$
Miron Construction	✓	✓	✓	\$ 570,417.55
NuGen Johnson, LLC	NO BID			\$
Vinton Construction	NO BID			\$

DATE	
CE30	



Change Order

DATE: December 11, 2014

CHANGE ORDER NO: ONE (1)

CONTRACTOR: **Janke General Contractors**
CONTRACT NO: **Unit No. 2014-03**
PROJECT: **Gilbert Riverfront Trail**

You are directed to make the changes noted below in the subject contract unit number.

Deducted from Trail Bid

1. Remove west abutment
2. Allowance for used sheet pile- east abutment
3. 12"x25' wooden pile ramp replacing west abutment, includes decking and railings
4. Remove block retaining wall on west end, replace w/sloped fill
5. 20% less outcrop stone- at water access site
6. 20% less heavy rip rap at water access site

Total Deduct = \$35,155.00

The changes result in the following adjustments:

	CONTRACT-TOTAL	TIME
Prior to this Change Order	<u>\$478,038.50</u>	<u> </u> Days
Adjustments per this Change Order	<u>(\$35,155.00)</u>	<u> </u> Days
Current Contract Status	<u>\$442,883.50</u>	<u> </u> Days

Directed/Authorized
City of Menasha Dept. of Public Works
By: _____

Accepted

By: _____

Date: _____ Date: _____

Change Order

DATE: December 11, 2014

CHANGE ORDER NO: ONE (1)

CONTRACTOR: **Janke General Contractors**
CONTRACT NO: **Unit No. 2014-04**
PROJECT: **Gilbert Trestle Improvements**

You are directed to make the changes noted below in the subject contract unit number.

Deducted from Trestle Bid

1. Modifications to sub-decking, reducing material/labor and providing a minimum 10' clear width
2. Remove overlook

Total Deduct = \$5,000.00

The changes result in the following adjustments:

	CONTRACT-TOTAL	TIME
Prior to this Change Order	<u>\$295,525.00</u>	<u> </u> Days
Adjustments per this Change Order	<u>(\$5,000.00)</u>	<u> </u> Days
Current Contract Status	<u>\$290,525.00</u>	<u> </u> Days

Directed/Authorized
City of Menasha Dept. of Public Works

By: _____

Date: _____

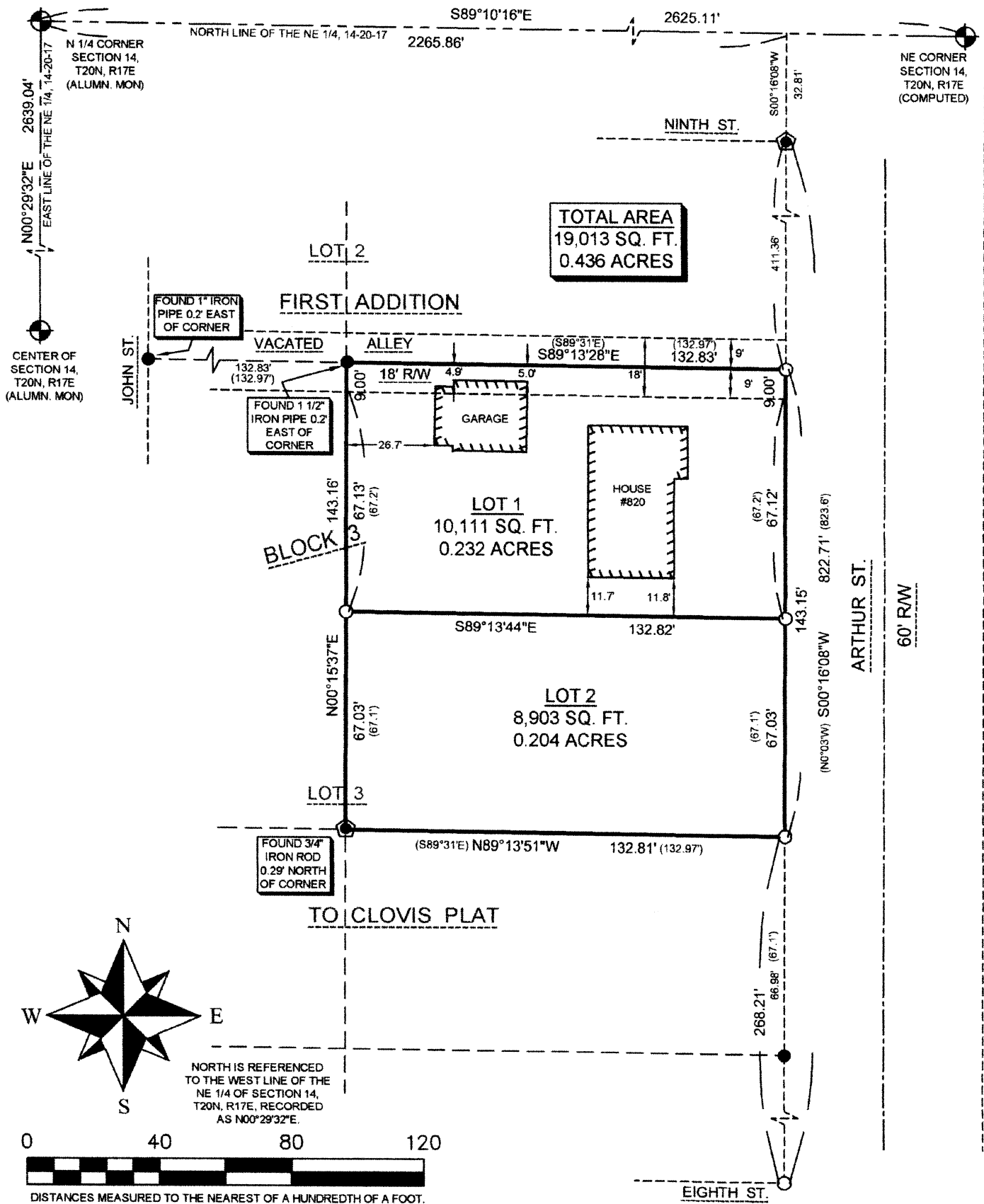
Accepted

By: _____

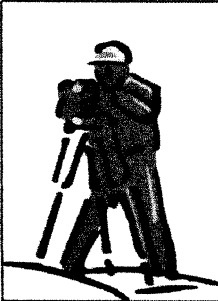
Date: _____

CERTIFIED SURVEY MAP NO. _____

PART OF LOT 3 AND PART OF THE SOUTH HALF OF A VACATED ALLEY, ALL IN BLOCK 3 IN FIRST ADDITION TO CLOVIS PLAT, IN THE FOURTH WARD, LOCATED IN PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 14, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.



- LEGEND**
- 3/4" X 18" IRON ROD SET, WEIGHING NOT LESS THAN 1.5 LBS. PER LINEAL FT.
 - 1" IRON PIPE FOUND
 - ⬢ 3/4" IRON ROD FOUND
 - ⊕ SECTION CORNER
 - () PREVIOUSLY RECORDED DIMENSION



PRECISION LAND SURVEYING, LLC		
1024 W. TAYLOR ST. APPLETON, WI 54914		
(920) 205-4895		
DRAWN BY CAH	DATE 12/11/2014	SURVEY FOR LILLY O'CONNELL
APPROVED CAH	DATE 12/11/2014	12348 YCAMP RD SURING, WI 54174
SCALE 1" = 40'	SHEET 1 OF 2	PROJECT NO. 8499

CERTIFIED SURVEY MAP NO. _____

PART OF LOT 3 AND PART OF THE SOUTH HALF OF A VACATED ALLEY, ALL IN BLOCK 3 IN FIRST ADDITION TO CLOVIS PLAT, IN THE FOURTH WARD, LOCATED IN PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 14, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN) SS)
OUTAGAMIE COUNTY)

I, CHRISTIAN A. HAUSFELD, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED PART OF LOT 3 AND PART OF THE SOUTH HALF OF A VACATED ALLEY, ALL IN BLOCK 3 IN FIRST ADDITION TO CLOVIS PLAT, IN THE FOURTH WARD, LOCATED IN PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 14, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN. FURTHER DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH 1/4 OF SECTION 14; THENCE SOUTH 89°10'16" EAST, 2265.891 FEET ALONG THE NORTH LINE OF THE NORTHEAST 1/4 OF SAID SECTION 14; THENCE SOUTH 00°16'08" WEST, 32.81 FEET, TO THE SOUTHEAST INTERSECTION OF NINTH STREET AND ARTHUR STREET; THENCE CONTINUING SOUTH 00°16'08" WEST, 411.36 FEET, ALONG THE WEST RIGHT-OF-WAY LINE OF SAID ARTHUR STREET. TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 00°16'08" WEST, 143.15 FEET, ALONG SAID RIGHT-OF-WAY LINE; THENCE NORTH 89°13'51" WEST, 132.81 FEET; THENCE NORTH 00°15'37" EAST, 143.16 FEET TO THE CENTERLINE OF A VACATED ALLEY OF BLOCK 3, FIRST ADDITION TO CLOVIS PLAT; THENCE SOUTH 89°13'28" EAST, 132.83 FEET, ALONG SAID CENTERLINE TO THE POINT OF BEGINNING. CONTAINING 0.436 ACRES, (19,013 SQ. FT.) OF LAND AND BEING SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MAKE SUCH SURVEY UNDER THE DIRECTION OF LILLY O'CONNELL, 12348 YCAMP RD., SURING, WI 54174.

THAT SUCH IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF LAND SURVEYED. THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE LAND SUBDIVISION ORDINANCE OF THE CITY OF MENASHA AND SURVEYING AND MAPPING THE SAME.

DATED THIS _____ DAY OF _____, 2014

WISCONSIN PROFESSIONAL LAND SURVEYOR RLS-2492
CHRISTIAN A. HAUSFELD

COUNTY TREASURE'S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

COUNTY TREASURER

DATED

CITY OF MENASHA TREASURE'S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

CITY TREASURER

DATED

CITY OF MENASHA COMMON COUNCIL APPROVAL:

RESOLVED, THAT THIS CERTIFIED SURVEY MAP IN THE CITY OF MENASHA, WINNEBAGO COUNTY, JOSEPH PORTO, THE PROPERTY OWNER, IS HEREBY APPROVED BY THE COMMON COUNCIL OF THE CITY OF MENASHA.

MAYOR

DATED

CITY CLERK

DATED

CERTIFIED SURVEY MAP NO. _____

PART OF LOT 3 AND PART OF THE SOUTH HALF OF A VACATED ALLEY, ALL IN BLOCK 3 IN FIRST ADDITION TO CLOVIS PLAT, IN THE FOURTH WARD, LOCATED IN PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 14, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

AS OWNER'S WE HEREBY CERTIFY THAT WE CAUSED THE LAND ON THE CERTIFIED SURVEY MAP TO BE SURVEYED DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THIS MAP.

IN THE PRESENCE:

JOSEPH PORTO DATED _____

STATE OF WISCONSIN)
SS)
WINNEBAGO COUNTY)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2014 THE ABOVE NAMED, JOSEPH PORTO, OWNER KNOWN TO ME TO BE THE PERSONS WHO EXECUTED THE FOREGOING FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

NOTARY PUBLIC _____ WISCONSIN

TAX PARCEL INFORMATION:

THIS CERTIFIED SURVEY MAP IS LOCATED IN TAX PARCEL NO. 760052500
DOCUMENT NO. 1094707
OWNER(S) OF RECORD: JOSEPH H. PORTO AND ADA A PORTO TRUST

City of Menasha Disbursements

Weekly Accounts Payable	12/16/14-12/31/14	\$	494,031.13
	Checks # 48492-48679		
	Void check #47948	\$	(25.00)

Bi-Weekly Payroll	12/24/14	\$	164,818.91
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Additional Regular Cycle Accounts Payables -Paid Electronically

BMO Harris-Flex Spending	12/13/14	\$	3,680.25
Nationwide Retirement	12/13/14	\$	12,464.50
Delta Dental	12/17/14	\$	3,125.00
Federal Tax Withholding	12/17/14	\$	79,098.30
Pitney Bowes-Postage Machine Refill	12/18/14	\$	1,500.00
Advanced Disposal-Broad Street Recycling	12/23/14	\$	182.00
Community First Credit Union-Payroll Deductions	12/24/14	\$	7,275.00
Delta Dental	12/24/14	\$	2,259.60
Nationwide Retirement	12/26/14	\$	12,464.50
BMO Harris-Flex Spending	12/29/14	\$	3,583.70
State Tax Withholding	12/30/14	\$	26,677.30
Federal Tax Withholding	12/31/14	\$	68,933.32
Employee Trust Funds-Retirement	12/31/14	\$	116,627.26
Delta Dental	12/31/14	\$	1,363.80
State Sales Tax	12/31/14	\$	70.98
Check Order	12/31/14	\$	133.49
		\$	<u>339,439.00</u>

Total	\$	<u><u>998,265.04</u></u>
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Items included on this list have been properly audited and certified by the City Comptroller and are being presented for approval by the Common Council.

Peggy Steeno

Peggy Steeno

Administrative Services Director

12-31-14

Date

Notes:

- Medical Expense Reimbursement Trust-Retirement Pay Out
- Community First Credit Union-Employee Deductions
- United Way-Employee Donations
- Wisconsin Support Collections-Child/Spousal Support
- WI SCTF-Child Support Annual Fee
- Gaps in check numbers indicate that more invoices being paid than fit on one check stub
(The last check stub used is the check number that will appear on the check register)

AP Check Register
Check Date: 12/18/2014

Date: 12/18/2014

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ACC PLANNED SERVICE INC	48492	12/18/2014	13606	100-1001-514.24-03	60.12	City Hall Maintenance
		12/18/2014	13607	731-1022-541.24-03	95.00	PFW Furnace
	Total for check: 48492				155.12	
ACCURATE	48493	12/18/2014	1417389	731-1022-541.38-03	269.91	Sway Bar Kit
		12/18/2014	1417491	731-1022-541.38-03	125.84	Tie Rod Ends
		12/18/2014	1417536	731-1022-541.30-18	150.64	Pins/Plugs/Nuts
		12/18/2014	1417579	731-1022-541.38-03	132.14	Tie Rod Tube
		12/18/2014	1417683	731-1022-541.38-03	18.95	Combo Pk/Shield
	Total for check: 48493				697.48	
APPLETON TROPHY & ENGRAVING	48494	12/18/2014	61279	826-0703-553.30-18	40.00	Plaque
					40.00	
CITY OF APPLETON	48495	12/18/2014	222404	100-0204-512.29-02	212.42	Pub of Election Notices
					212.42	
ARING EQUIPMENT EXCHANGE	48496	12/18/2014	705561	731-1022-541.38-03	141.34	Ring/Sensor
					141.34	
ARK MEDIA GROUP	48497	12/18/2014	00002547	501-0304-562.21-02	480.00	Hosting
					480.00	
AT&T	48498	12/18/2014	920R09453012	100-1001-514.22-01	113.90	Alarms
				601-1020-543.22-01	292.50	Alarms
				Total for check: 48498	406.40	

AP Check Register
Check Date: 12/18/2014

Date: 12/18/2014

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BADGER LAB & ENGINEERING INC	48499	12/18/2014	INV000059645	601-1020-543.21-02	440.00	Whiting Paper Report #1411267
			Total for check: 48499		440.00	
BAHCALL RUBBER CO INC	48500	12/18/2014	679652-001	100-1006-541.30-15	932.32	Coupling/Hose/Clamp
				100-1006-541.30-15	(38.51)	Salt/Brine Tanks/CREDIT
		12/18/2014	680312-001	100-1006-541.30-15	(10.72)	Salt/Brine Tanks/CREDIT
			Total for check: 48500		883.09	
BECK ELECTRIC INC	48501	12/18/2014	D0914-COM-ED15	100-1008-541.24-04	88.40	Upgrade Ped Crossings
		12/18/2014	D1614-COM-ED16	100-1008-541.24-04	290.04	Traffic Light NE Island/Oneida
			Total for check: 48501		378.44	
BELLEVUE, VILLAGE OF	48502	12/18/2014	BELLEVUE	100-0000-201.03-00	301.00	Bond Report #MP14-102316
			Total for check: 48502		301.00	
LARRY BONNEVILLE	48503	12/18/2014	BONNEVILLE LARR	100-0801-521.19-03	47.24	Clothing Reimbursement
			Total for check: 48503		47.24	
CDW GOVERNMENT INC	48504	12/18/2014	QZ12401	743-0403-513.24-04	1,576.40	RSA Security Maintenance
			Total for check: 48504		1,576.40	
CESA #6	48505	12/18/2014	14661	100-0903-531.34-02	260.00	Certification Training
			Total for check: 48505		260.00	
COMMUNITY HOUSING COORDINATOR	48506	12/18/2014	195	100-0304-562.21-06	1,800.00	Housing Plan Admin
		12/18/2014	196	100-0304-562.21-06	1,800.00	Housing Plan Admin
			Total for check: 48506		3,600.00	

AP Check Register

Check Date: 12/18/2014

Date: 12/18/2014

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
CONSULTANTS LABORATORY	48507	12/18/2014	CONSULTANTS	100-0905-531.21-05	900.00	Health Screening
			Total for check: 48507		900.00	
DAVIS & KUELTHAU	48508	12/18/2014	385672	100-0202-512.21-01	338.00	Professional Services
			Total for check: 48508		338.00	
UNEMPLOYMENT INSURANCE	48509	12/18/2014	000006498010	100-1019-552.15-09	2,405.00	Benefit Charges
				100-0703-553.15-09	1,830.46	Benefit Charges
			Total for check: 48509		4,235.46	
DIGIPRINT	48510	12/18/2014	146222	100-0401-513.29-01	391.05	Property Tax Envelopes
			Total for check: 48510		391.05	
EARTHLINK BUSINESS	48511	12/18/2014	EARTHLINK	100-0402-513.22-01	7.01	Landline Phone Service
				100-0201-512.22-01	6.82	Landline Phone Service
				100-0000-123.00-00	15.57	Landline Phone Service
				100-0203-512.22-01	14.18	Landline Phone Service
				100-0304-562.22-01	25.51	Landline Phone Service
				100-1001-514.22-01	77.24	Landline Phone Service
				100-0401-513.22-01	34.42	Landline Phone Service
				731-1022-541.22-01	27.69	Landline Phone Service
				100-0903-531.22-01	52.33	Landline Phone Service
				743-0403-513.22-01	16.37	Landline Phone Service
				100-0601-551.22-01	181.37	Landline Phone Service
				100-0101-511.22-01	10.76	Landline Phone Service
				100-0702-552.22-01	28.85	Landline Phone Service
				100-0703-553.22-01	48.47	Landline Phone Service
				100-0202-512.22-01	17.23	Landline Phone Service
				100-0801-521.22-01	267.44	Landline Phone Service
				100-1002-541.22-01	44.95	Landline Phone Service
				100-0920-531.22-01	14.07	Landline Phone Service
				100-1008-541.22-01	4.06	Landline Phone Service

AP Check Register
Check Date: 12/18/2014

Date: 12/18/2014

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
EARTHLINK BUSINESS...	48511...	12/18/2014...	EARTHLINK...	100-0502-522.22-01	42.72	Landline Phone Service
				207-0000-123.00-00	28.65	Landline Phone Service
				100-0000-123.00-00	320.62	Landline Phone Service
			Total for check: 48511		1,286.33	
ED'S BOAT SALES	48512	12/18/2014	9518	731-1022-541.21-06	315.00	Shrink Wrap Paver
			Total for check: 48512		315.00	
FOND DU LAC COUNTY CLERK OF COURTS	48513	12/18/2014	FONDDULAC	100-0000-201.03-00	263.50	Bond Report #MP14-103289
			Total for check: 48513		263.50	
FOX VALLEY TECHNICAL COLLEGE	48514	12/18/2014	TPB0000249675	100-0903-531.34-02	28.63	Classes
			Total for check: 48514		28.63	
GUSTMAN CHEVROLET SALES INC	48515	12/18/2014	34188	731-1022-541.38-03	2,944.28	Gaskets/Seals
		12/18/2014	CM34188	731-1022-541.38-03	(700.00)	Core Return/CREDIT
			Total for check: 48515		2,244.28	
INFINITY TECHNOLOGY INC	48516	12/18/2014	507957	743-0403-513.21-04	990.00	Monthly Managed Services
			Total for check: 48516		990.00	
PATRICK JAMES	48517	12/18/2014	JAMES	743-0403-513.33-01	18.65	November 2014
			Total for check: 48517		18.65	
JX ENTERPRISES INC	48518	12/18/2014	G-242930021	731-1022-541.38-03	59.88	Mud Flaps
		12/18/2014	G-242940001	731-1022-541.38-03	18.94	Element-Power Steering
			Total for check: 48518		78.82	
KAEMPFER & ASSOCIATES INC	48519	12/18/2014	17701	601-1020-543.21-02	127.55	Sewer User Monitoring Project E145-01.07

AP Check Register
Check Date: 12/18/2014

Date: 12/18/2014

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
KAEMPFER & ASSOCIATES INC...	48519...	12/18/2014	17702	601-1020-543.21-02	382.64	Neenah SS Discharge Project E145-01.09
		12/18/2014	17703	601-1020-543.21-02	688.83	NMSC WWTP Sampling Project E145-01.10
		12/18/2014	17704	601-1020-543.21-02	297.09	2013 Monitoring Station Project E145-01.12
		12/18/2014	17705	601-1020-543.21-02	884.39	9th St Monitoring Station Project E145-01.13
		12/18/2014	17706	601-1020-543.21-02	212.58	Sonoco Sewer Service Project E145-01.14
Total for check: 48519					2,593.08	
KWIK TRIP INC	48520	12/18/2014	2242092	100-0801-521.38-01	20.54	Fuel
	Total for check: 48520				20.54	
MAINTENANCE FREE X-TERIORS	48521	12/18/2014	MAINTENANCE	263-0306-562.70-01	6,250.00	CDBG
	Total for check: 48521				6,250.00	
MCMAHON	48522	12/18/2014	40968	625-1010-541.21-02	1,359.95	UNPS Stormwater Planning Contract 93-0563
	Total for check: 48522				1,359.95	
MENARDS-APPLETON EAST	48523	12/18/2014	61447	100-1012-541.30-18	51.60	Drill Bit Set/Post Outlet
	Total for check: 48523				51.60	
MENASHA JOINT SCHOOL DISTRICT	48524	12/18/2014	DECMOBILE HOME	100-0000-412.00-00	6,114.65	December Mobile Home
	Total for check: 48524				6,114.65	
MENASHA MUNICIPAL COURT, TOWN OF	48525	12/18/2014	TMMC	100-0000-201.03-00	288.00	Bond Report #MP14-103302
	Total for check: 48525				288.00	
MENASHA NEENAH MUNICIPAL COURT	48526	12/18/2014	MNMC	100-0000-201.03-00	139.00	Bond Report #MP14-000075
				100-0000-201.03-00	363.00	Bond Report #MP14-103245
	Total for check: 48526				502.00	

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MENASHA TREASURER	48527	12/18/2014	PREPAY	100-0000-212.00-00	1,812.26	Property Tax Prepay 1343 Wittman Park Ln
		12/18/2014	PWF	266-1027-543.30-11	49.00	PWF - Postage Reimburse
		Total for check: 48527			1,861.26	
MENASHA UTILITIES	48528	12/18/2014	MENASHA UTILITI	100-1008-541.22-03	252.36	Electric
				100-1008-541.22-05	45.42	Water/Sewer
				601-1020-543.22-03	24.60	Electric
				100-0704-552.22-03	281.76	Electric
				100-0704-552.22-05	409.00	Water/Sewer
				731-1022-541.22-03	1,499.96	Electric
				731-1022-541.22-05	309.60	Water/Sewer
				731-1022-541.22-06	901.88	Storm
				266-1028-543.22-06	73.13	Storm
				100-0801-521.22-03	1,826.32	Electric
				100-0801-521.22-05	312.97	Water/Sewer
				100-0801-521.22-06	62.72	Storm
				100-0000-123.00-00	1,322.51	Electric
				100-0000-123.00-00	226.63	Water/Sewer
				100-0000-123.00-00	45.41	Storm
				100-0801-521.22-03	104.00	Electric
				100-0601-551.22-03	3,301.52	Electric
				100-0601-551.22-05	445.32	Water/Sewer
				100-0601-551.22-06	103.75	Storm
				207-0707-552.22-05	141.00	Water/Sewer
				100-1019-552.22-03	363.18	Electricity
				100-1019-552.22-05	12.38	Water/Sewer
				100-0000-123.00-00	6.72	Electricity
				100-1001-514.22-05	12.38	Water/Sewer
				100-1001-514.22-06	2.50	Storm
				100-0703-553.22-03	1,363.00	Electric
				100-0703-553.22-05	45.42	Water/Sewer
				100-0703-553.22-06	667.51	Storm
				485-0304-562.22-06	33.13	Storm
				457-0304-562.22-06	2.50	Storm

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MENASHA UTILITIES...	48528...	12/18/2014...	MENASHA UTILITI...	485-0304-562.22-06	15.00	Storm
				457-0304-562.21-10	32.52	Electric
				100-0305-562.22-06	5.00	Storm
				501-0304-562.22-06	253.76	Storm
				Total for check: 48528	14,504.86	
TOWN OF MENASHA UTILITY DISTRICT	48529	12/18/2014	TMUD	100-0703-553.22-05	9.60	Standby Water
				100-0703-553.22-05	76.80	1200 Geneva Road Standby Water
				Total for check: 48529	86.40	
MINNESOTA LIFE INSURANCE COMPANY	48530	12/18/2014	MINNESOTA LIFE	100-0000-204.07-00	2,735.58	Life Insurance
				Total for check: 48530	2,735.58	
MODERN BUSINESS MACHINES	48531	12/18/2014	26360910	743-0403-513.29-01	225.72	Copier Agreement
				Total for check: 48531	225.72	
MORTON SAFETY	48532	12/18/2014	151858-00	625-1028-543.30-15	60.86	Ear Plugs/Eyewear
		12/18/2014	152005-00	100-0703-553.30-18	16.82	First-Aid Supplies
			Total for check: 48532		77.68	
N&M AUTO SUPPLY	48533	12/18/2014	502927	731-1022-541.30-18	6.90	Reverse Credit
		12/18/2014	505762	731-1022-541.30-18	(2.70)	Flints/CREDIT
		12/18/2014	506324	731-1022-541.30-18	51.98	Brakleen
		12/18/2014	506543	731-1022-541.38-03	10.79	Flat Strap Band Clamp
			Total for check: 48533		66.97	
LINDA PALMBACH	48534	12/18/2014	PALMBACH	100-0903-531.33-01	28.85	November 2014
				Total for check: 48534	28.85	
ROSS IMAGING LLC	48535	12/18/2014	168250	743-0403-513.29-01	76.83	Copier Agreement

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ROSS IMAGING LLC...	48535...	12/18/2014	168251	743-0403-513.29-01	476.00	Copier Agreement
		12/18/2014	169610	743-0403-513.29-01	294.42	Copier Agreement
	Total for check: 48535				847.25	
SMALL QUANTITY BOXES	48536	12/18/2014	59327	100-0801-521.30-18	23.00	Mailers
					Total for check: 48536	23.00
R A SMITH NATIONAL INC	48537	12/18/2014	115013	489-0304-562.21-02	8,797.16	Gilbert Waterfront
					Total for check: 48537	8,797.16
SPEEDY CLEAN DRAIN & SEWER INC	48538	12/18/2014	57817	263-0306-562.70-01	353.50	CDBG
					Total for check: 48538	353.50
STAPLES ADVANTAGE	48539	12/18/2014	3249349963	100-0801-521.30-10	339.83	Supplies
		12/18/2014	3249782604	100-0801-521.30-10	(14.98)	Supplies/CREDIT
	Total for check: 48539				324.85	
UNIFIRST CORPORATION	48540	12/18/2014	097 0177252	731-1022-541.20-01	113.33	Cleaning Service
					Total for check: 48540	113.33
VERIZON WIRELESS	48541	12/18/2014	9736489854	743-0403-513.22-01	65.34	Cell Service
					Total for check: 48541	65.34
VERIZON WIRELESS - LERT B	48542	12/18/2014	141880687	100-0801-521.21-06	50.00	SMS Preservation
					Total for check: 48542	50.00
WAVERLY SANITARY DISTRICT	48543	12/18/2014	WAVERLY	100-0703-553.22-05	44.62	2170 Plank Road
					Total for check: 48543	44.62

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WE ENERGIES	48544	12/18/2014	WEENERGIES	100-0903-531.22-03	53.21	Electricity 316 Racine Street
			Total for check: 48544		53.21	
WEA INSURANCE TRUST	48545	12/18/2014	32104-001-002	100-0000-204.08-00	537.56	Health Insurance
			Total for check: 48545		537.56	
WINNEBAGO COUNTY CLERK OF COURTS	48546	12/18/2014	WINN	100-0000-201.03-00	150.00	Bond Report #MP14-103235
				100-0000-201.03-00	350.00	Bond Report #MP14-103300
		12/18/2014	WINNEBAGO COUNT	100-0000-201.03-00	150.00	BOND/MEPD 14-103223
				100-0000-201.03-00	150.00	BOND/MEPD 14-103209
			Total for check: 48546		800.00	
WINNEBAGO COUNTY TREASURER	48547	12/18/2014	6527	100-0805-521.25-01	463.14	Stay
		12/18/2014	LF121576	100-1016-543.25-03	34.00	Landfill Chages
		12/18/2014	LF121659	100-1016-543.25-01	12,091.68	Nov Direct Haul Outagamie
				100-1017-543.25-01	2,681.64	Nov Direct Haul Outagamie
				266-1027-543.25-01	443.70	Nov Direct Haul Outagamie
			Total for check: 48547		15,714.16	
WISCONSIN DEPT OF JUSTICE	48548	12/18/2014	L7101T	100-0801-521.21-06	42.00	Searches
			Total for check: 48548		42.00	
ZARNOTH BRUSH WORKS INC	48549	12/18/2014	0152534-IN	731-1022-541.38-03	847.00	Cablewrap Broom Refill
			Total for check: 48549		847.00	
					86,088.77	

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AIRGAS USA LLC	48550	12/23/2014	9923278424	100-0703-553.30-18	82.50	Cylinder Lease Renewal
		12/23/2014	9923351940	731-1022-541.21-06	175.85	Cylinder Rental
		12/23/2014	9923351941	100-0703-553.30-18	17.95	Cylinder Rental
		Total for check: 48550			276.30	
APARSI SOLUTIONS LLC	48551	12/23/2014	APA6341	100-0801-521.21-06	52.50	Translator
		Total for check: 48551			52.50	
ASSOCIATED APPRAISAL CONSULTANTS	48552	12/23/2014	18701	100-0402-513.21-09	4,991.67	Professional Services
				100-0402-513.30-11	10.08	Postage
		12/23/2014	18702	100-0402-513.21-04	59.76	Internet Postings
		Total for check: 48552			5,061.51	
ENNIS INC	48553	12/23/2014	45787369	100-1016-543.29-01	1,112.65	Overflow Bulky Item Label
		Total for check: 48553			1,112.65	
BAHCALL RUBBER CO INC	48554	12/23/2014	680312-001	100-1006-541.30-15	168.91	Supplies/Brine Tanks
		12/23/2014	680490-001	100-1006-541.30-15	173.23	Supplies/Brine Tanks
		Total for check: 48554			342.14	
CARDMEMBER SERVICE	48557	12/23/2014	1148	100-0801-521.30-11	21.79	UPS
		12/23/2014	143	100-0701-533.30-18	253.73	Crescent Sales
		12/23/2014	1499	100-0801-521.30-12	65.62	Monitor Stand
		12/23/2014	1682	100-0702-552.30-18	70.61	Event Supply
		12/23/2014	1715	100-0601-551.32-01	231.00	Wisconsin Library
		12/23/2014	2043	100-0601-551.30-16	46.87	Oriental Trading
		12/23/2014	2533	100-0401-513.30-11	11.72	Shipping Cost Calculator
		12/23/2014	2799	100-0601-551.30-11	8.00	USPS
		12/23/2014	28	100-0801-521.30-13	18.00	Water/Jog
				731-1022-541.30-13	36.00	Water/Jog
				100-1001-514.20-01	53.33	Water/Jog

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CARDMEMBER SERVICE...	48557...	12/23/2014	3130	743-0403-513.24-04	19.99	Software License
		12/23/2014	3357	100-0703-553.30-18	1,429.51	Beacon Athletics
		12/23/2014	3533	100-0801-521.30-18	54.95	Amazon
		12/23/2014	3636	100-0801-521.30-15	85.38	Amazon
		12/23/2014	3826	100-0000-132.00-00	338.00	AED
		12/23/2014	385	100-0801-521.29-01	125.95	Lynn Card Company
		12/23/2014	42	100-0601-551.24-03	190.87	Lib Freeze
		12/23/2014	4640	100-0801-521.30-11	19.30	UPS
		12/23/2014	4656	100-0601-551.30-14	39.95	Scout
		12/23/2014	4703	100-0801-521.32-01	13.00	TLO Transunion
		12/23/2014	475	100-1017-543.29-05	121.74	Stretch Truck Stop
		12/23/2014	5233	100-0801-521.30-15	181.44	DHW Buckstaff
		12/23/2014	5317	100-0601-551.30-16	46.23	Piggly Wiggly
		12/23/2014	6357	100-0703-553.34-03	39.89	Stone Toad
		12/23/2014	6385	100-0601-551.34-02	16.00	Wisconsin Library
		12/23/2014	6390	100-0701-533.30-15	149.34	Mills Fleet Farm
		12/23/2014	704	824-0807-521.30-15	32.93	Pet Supplies
		12/23/2014	7342	100-0601-551.24-03	43.31	Lib Doll House
		12/23/2014	7888	100-0601-551.30-14	17.48	Finishing Line Press
		12/23/2014	8110	100-0801-521.29-04	76.85	Chief Supply
		12/23/2014	8151	100-0801-521.19-03	43.60	Gunderson
		12/23/2014	821	100-0702-552.30-10	5.00	Walgreens
		12/23/2014	8217	100-0703-553.30-18	(64.46)	Beacon Athletics
		12/23/2014	8801	100-0801-521.30-18	9.39	WM Supercenter
		12/23/2014	904	100-0702-552.30-10	24.99	Walgreens
		12/23/2014	924	100-0601-551.30-10	159.99	Best Buy
		12/23/2014	939	100-0601-551.30-10	169.99	Office Depot
		12/23/2014	9815	100-0801-521.34-03	10.54	McDonald's
Total for check: 48557					4,217.82	
COMMONWEALTH CONSTRUCTION CORP	48558	12/23/2014	1410102	470-0920-531.82-01	26,100.00	Senior Center
	Total for check: 48558				26,100.00	

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CRESCENT ELECTRIC SUPPLY COMPANY	48559	12/23/2014	S500105447.001	100-0501-522.24-03	43.87	Supplies/Station 36
		12/23/2014	S500110977.001	100-0501-522.24-03	17.70	Shower Light
		12/23/2014	S500111067.001	100-0801-521.24-03	177.04	Garage Lights
		12/23/2014	S500127746.001	100-0801-521.24-03	262.58	Lamps
		12/23/2014	S500137240.001	100-1012-541.30-18	94.31	Fuses
Total for check: 48559					595.50	
DUMKE & ASSOCIATES &	48560	12/23/2014	316 RACINE	100-0000-141.00-00	2,077.50	316 Racine Street
	Total for check: 48560				2,077.50	
FABCO EQUIPMENT INC	48561	12/23/2014	C119000	731-1022-541.38-03	2,886.71	Cylinder
	Total for check: 48561				2,886.71	
FOX CITIES CHAMBER OF COMMERCE &	48562	12/23/2014	44690	100-0101-511.33-03	44.50	Chamber Board Retreat
	Total for check: 48562				44.50	
ARTHUR J GALLAGHER & CO INS BROKERS	48563	12/23/2014	1168742	100-0000-141.00-00	4,248.00	Renewal premium
	Total for check: 48563				4,248.00	
GAMMEY, GLORIA	48564	12/23/2014	GAMMEY	100-0000-441.13-00	53.50	Cart Exchange Refund
	Total for check: 48564				53.50	
GOLD STRIPE CONSULTING	48565	12/23/2014	14	100-0801-521.34-02	295.00	CIT Class
	Total for check: 48565				295.00	
GUNDERSON CLEANERS	48566	12/23/2014	227156	100-0801-521.30-13	34.66	Mats/Towels
	Total for check: 48566				34.66	
LEVENHAGEN CORPORATION	48567	12/23/2014	054683A-IN	731-1022-541.30-18	117.90	

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LEVENHAGEN CORPORATION...	48567...	12/23/2014	86249	207-0707-552.38-01	585.80 Fuel	
			Total for check: 48567		703.70	
LEXIPOL LLC	48568	12/23/2014	12362	100-0000-141.00-00	5,178.00 Manual Update	Subscription Service
			Total for check: 48568		5,178.00	
MENARDS-APPLETON EAST	48569	12/23/2014	61801	100-0703-553.30-18	33.94 Icicles/Clear Mini	
			Total for check: 48569		33.94	
MENASHA JOINT SCHOOL DISTRICT	48570	12/23/2014	1207	100-0801-521.30-18	867.60 Safety Lockers	
			Total for check: 48570		867.60	
MENASHA UTILITIES	48571	12/23/2014	MENASHAUTIL	100-1008-541.22-03	186.25 Electric	
				100-0703-553.22-03	488.58 Electric	
				100-0703-553.22-05	216.24 Water	
				100-0703-553.22-06	132.51 Storm	
				100-0903-531.22-03	159.52 Electric	
				100-0903-531.22-05	45.42 Water	
				100-0000-123.00-00	7.99 Electric	
				100-0305-562.22-06	7.50 Storm	
				601-1020-543.22-03	57.09 Electric	
			Total for check: 48571		1,301.10	
TOWN OF NEENAH TREASURER	48572	12/23/2014	100489	100-0701-533.22-06	52.50 Tax Bill/Stormwater	Cemetery
			Total for check: 48572		52.50	
CITY OF NEENAH	48573	12/23/2014	NMFIRERESCUE	100-0000-141.00-00	261,779.00 Fire/Rescue Services	
			Total for check: 48573		261,779.00	

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NETWORK HEALTH SYSTEM INC	48574	12/23/2014	326984	100-0202-512.21-06	56.00	Drug Screen
			Total for check: 48574		56.00	
NORTHEAST WISCONSIN TECHNICAL	48575	12/23/2014	CS26277	100-0801-521.34-02	105.00	Seated Battery Testing
			Total for check: 48575		105.00	
OFFICE DEPOT	48576	12/23/2014	5058639	100-0903-531.30-10	50.26	Supplies
			Total for check: 48576		50.26	
OSHKOSH FIRE & POLICE EQUIPMENT INC	48577	12/23/2014	158788	100-0801-521.29-04	159.50	Lens Kit/Lights
			Total for check: 48577		159.50	
PACKER CITY INTL TRUCKS INC	48578	12/23/2014	X103006591:01	731-1022-541.38-03	116.24	Filters
			Total for check: 48578		116.24	
RIVER VALLEY TESTING CORP	48579	12/23/2014	34011	209-0703-553.21-02	2,541.75	Soil Borings
			Total for check: 48579		2,541.75	
DR TERESA RUDOLPH	48580	12/23/2014	RUDOLPH	100-0000-141.00-00	150.00	City Physician
			Total for check: 48580		150.00	
SAM'S CLUB/SYNCHRONY BANK	48581	12/23/2014	SAM'S	100-0702-552.30-18	83.97	Program Supplies
			Total for check: 48581		83.97	
R A SMITH NATIONAL INC	48582	12/23/2014	116053	489-0304-562.21-02	10,500.00	Gilbert Waterfront
			Total for check: 48582		10,500.00	

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STAPLES ADVANTAGE	48583	12/23/2014	3249782599	731-1022-541.30-10	126.02	Supplies
			Total for check: 48583		126.02	
SUNGARD PUBLIC SECTOR INC	48584	12/23/2014	92362	100-0000-141.00-00	2,806.00	January 2015 Maintenance
			Total for check: 48584		2,806.00	
UNIFIRST CORPORATION	48585	12/23/2014	097 0177699	731-1022-541.20-01	113.33	Mat/Mop/Clothing Service
			Total for check: 48585		113.33	
THE VALLEY GUIDE LLC	48586	12/23/2014	MENASHAPKS&RECI	100-0702-552.29-03	70.00	Advertising
			Total for check: 48586		70.00	
VERIZON WIRELESS	48587	12/23/2014	9736489850	100-0601-551.22-01	11.00	Cell
				100-0801-521.22-01	9.46	Cell
				100-1001-514.22-01	9.47	Cell
		12/23/2014	9736489851	100-1002-541.22-01	123.66	Cell Service
				625-1002-541.22-01	41.22	Cell Service
				601-1020-543.22-01	22.44	Cell Service
		12/23/2014	9736489853	100-0919-531.22-01	91.63	Phone
		12/23/2014	9736489855	100-0801-521.22-01	583.87	Cell
			Total for check: 48587		892.75	
VIEVU	48588	12/23/2014	11316	100-0801-521.30-15	200.00	Video Camera Body Worn
			Total for check: 48588		200.00	
WE ENERGIES	48589	12/23/2014	WEENERGIES	100-0703-553.22-04	10.23	2170 Plank Road
			Total for check: 48589		10.23	
WINNEBAGO COUNTY TREASURER	48590	12/23/2014	6557	263-0306-562.70-01	30.00	CDBG Mtg

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WINNEBAGO COUNTY TREASURER...	48590...	12/23/2014...	6557...	100-0402-513.29-01	1.00 Copies	
			Total for check: 48590		31.00	
WISCONSIN ARBORIST ASSOCIATION	48591	12/23/2014	WAA	100-0703-553.32-01	45.00 Membership Directory	Update
			Total for check: 48591		45.00	
WISCONSIN STATE LAB OF HYGIENE	48592	12/23/2014	393536	100-0703-553.32-01	34.00 Air Testing	
			Total for check: 48592		34.00	
ACC PLANNED SERVICE INC	48593	12/23/2014	13605	100-0601-551.24-03	209.85 Filter	
			Total for check: 48593		209.85	
BAKER & TAYLOR INC	48595	12/23/2014	2029978927	100-0601-551.30-14	951.50 Library Materials	
		12/23/2014	2029983547	100-0601-551.30-14	365.26 Library Materials	
		12/23/2014	2029996293	100-0601-551.30-14	259.63 Library Materials	
		12/23/2014	2029997040	100-0601-551.30-14	730.43 Library Materials	
		12/23/2014	2030000235	100-0601-551.30-14	190.42 Library Materials	
		12/23/2014	2030004417	100-0601-551.30-14	220.17 Library Materials	
		12/23/2014	2030008571	100-0601-551.30-14	194.03 Library Materials	
		12/23/2014	2030022286	100-0601-551.30-14	33.47 Library Materials	
		12/23/2014	2030024323	100-0601-551.30-14	745.50 Library Materials	
		12/23/2014	2030033492	100-0601-551.30-14	761.73 Library Materials	
		12/23/2014	2030046231	100-0601-551.30-14	737.45 Library Materials	
		12/23/2014	2030049006	100-0601-551.30-14	568.43 Library Materials	
		12/23/2014	2030060611	100-0601-551.30-14	88.91 Library Materials	
		12/23/2014	5013378068	100-0601-551.30-14	67.32 Library Materials	
		12/23/2014	M55642010	100-0601-551.30-14	296.22 Library Materials	
		12/23/2014	M56104360	100-0601-551.30-14	50.67 Library Materials	
			Total for check: 48595		6,261.14	

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BOOK FARM INC	48596	12/23/2014	MTB3885	100-0601-551.30-14	159.49	Library Materials
			Total for check: 48596		159.49	
CDW GOVERNMENT INC	48597	12/23/2014	QX43966	100-0601-551.30-10	89.19	Toner
			Total for check: 48597		89.19	
CENTER POINT LARGE PRINT	48598	12/23/2014	1230167	100-0601-551.30-14	133.02	Library Materials
			Total for check: 48598		133.02	
CEREBELLUM CORPORATION	48599	12/23/2014	167751	100-0601-551.30-16	617.57	Promotional Supplies
			Total for check: 48599		617.57	
CRESCENT ELECTRIC SUPPLY COMPANY	48600	12/23/2014	S500115939.001	100-0601-551.30-13	304.61	Lamp
		12/23/2014	S500118260.001	100-0601-551.30-13	60.26	Lamp
		12/23/2014	S500118260.002	100-0601-551.30-13	115.29	Lamp
			Total for check: 48600		480.16	
KATHY DREYER	48601	12/23/2014	DREYER	100-0601-551.33-01	28.84	Reimbursement
			Total for check: 48601		28.84	
ENERGY CONTROL & DESIGN INC	48602	12/23/2014	0072499-IN	100-0601-551.24-03	3,815.00	Humidity Sensors
			Total for check: 48602		3,815.00	
FINDAWAY WORLD LLC	48603	12/23/2014	139924	100-0601-551.30-18	19.65	Battery Cover
			Total for check: 48603		19.65	
GALE	48604	12/23/2014	43784774	100-0601-551.30-14	29.59	Library Materials
		12/23/2014	53685267	100-0601-551.30-14	129.57	Library Materials
		12/23/2014	53731038	100-0601-551.30-14	38.92	Library Materials

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GALE...	48604...	12/23/2014	53743079	100-0601-551.30-14	72.80	Library Materials
		12/23/2014	53743260	100-0601-551.30-14	23.20	Library Materials
		12/23/2014	53743312	100-0601-551.30-14	465.43	Library Materials
		12/23/2014	53771796	100-0601-551.30-14	23.20	Library Materials
		12/23/2014	53784714	100-0601-551.30-14	27.19	Library Materials
		12/23/2014	53784850	100-0601-551.30-14	164.73	Library Materials
		12/23/2014	53794538	100-0601-551.30-14	55.18	Library Materials
		12/23/2014	53794640	100-0601-551.30-14	84.77	Library Materials
		12/23/2014	53803797	100-0601-551.30-14	26.39	Library Materials
		12/23/2014	53813405	100-0601-551.30-14	53.58	Library Materials
		12/23/2014	53820802	100-0601-551.30-14	25.59	Library Materials
		12/23/2014	53820869	100-0601-551.30-14	76.77	Library Materials
Total for check: 48604					1,296.91	
KATHY HANNAH	48605	12/23/2014	HANNAH	100-0601-551.30-16	19.48	Reimbursement
	Total for check: 48605				19.48	
INFORMATION TODAY INC	48606	12/23/2014	1543963-B1	100-0601-551.30-14	404.05	Library Materials
	Total for check: 48606				404.05	
KITZ & PFEIL INC	48607	12/23/2014	11-10-140082	100-0601-551.30-13	8.98	Battery
	Total for check: 48607				8.98	
MADER NEWS AGENCY INC	48608	12/23/2014	39736	100-0601-551.30-14	126.58	Subscriptions
	Total for check: 48608				126.58	
MANDERFIELD BAKERY	48609	12/23/2014	461975	100-0601-551.30-16	7.20	Donut Holes
		12/23/2014	462587	100-0601-551.30-16	59.70	Cookies
	Total for check: 48609				66.90	
ELISHA D SMITH PUBLIC LIBRARY	48610	12/23/2014	MENLIBRARY	100-0601-551.30-16	73.28	Supplies

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ELISHA D SMITH PUBLIC LIBRARY...	48610...	12/23/2014...	MENLIBRARY...	100-0601-551.30-11	1.26 Postage	
			Total for check: 48610		74.54	
MIDWEST TAPE	48611	12/23/2014	92331832	100-0601-551.30-14	273.86 Library Materials	
		12/23/2014	92355933	100-0601-551.30-14	184.92 Library Materials	
		12/23/2014	92371541	100-0601-551.30-14	46.96 Library Materials	
		12/23/2014	92388739	100-0601-551.30-14	44.98 Library Materials	
		12/23/2014	92388821	100-0601-551.30-14	279.79 Library Materials	
			Total for check: 48611		830.51	
PENWORTHY COMPANY	48612	12/23/2014	0003949-IN	100-0601-551.30-14	854.36 Library Materials	
			Total for check: 48612		854.36	
PIGGLY WIGGLY MIDWEST LLC	48613	12/23/2014	PWM-010390	100-0601-551.30-16	35.60 Supplies	
			Total for check: 48613		35.60	
RANDOM HOUSE INC	48614	12/23/2014	1081988697	100-0601-551.30-14	26.25 Library Materials	
		12/23/2014	1082003298	100-0601-551.30-14	348.75 Library Materials	
			Total for check: 48614		375.00	
RECORDED BOOKS LLC	48615	12/23/2014	75043808	100-0601-551.30-14	13.49 Library Materials	
			Total for check: 48615		13.49	
SERVICEMASTER BUILDING MAINTENANCE	48616	12/23/2014	14346	100-0601-551.20-01	1,425.00 Janitorial	
			Total for check: 48616		1,425.00	
SYNCB/AMAZON	48619	12/23/2014	148250013348	100-0601-551.30-14	136.14 Library Materials	
		12/23/2014	148251158821	100-0601-551.30-14	176.62 Library Materials	
		12/23/2014	148251794061	100-0601-551.30-14	58.08 Library Materials	
		12/23/2014	148252143465	100-0601-551.30-14	43.95 Library Materials	

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SYNCB/AMAZON...	48619...	12/23/2014	148252598133	100-0601-551.30-14	4.99	Library Materials
		12/23/2014	187481454328	100-0601-551.30-14	20.73	Library Materials
		12/23/2014	187482344345	100-0601-551.30-14	147.85	Library Materials
		12/23/2014	187483040669	100-0601-551.30-14	9.99	Library Materials
		12/23/2014	187483250455	100-0601-551.30-14	31.61	Library Materials
		12/23/2014	187484035432	100-0601-551.30-14	(25.95)	Library Materials
		12/23/2014	187484826785	100-0601-551.30-14	33.76	Library Materials
		12/23/2014	187484903263	100-0601-551.30-14	106.77	Library Materials
		12/23/2014	187485114056	100-0601-551.30-14	35.97	Library Materials
		12/23/2014	187485456494	100-0601-551.30-14	4.85	Library Materials
		12/23/2014	187486134288	100-0601-551.30-14	82.99	Library Materials
		12/23/2014	187486858274	100-0601-551.30-14	9.99	Library Materials
		12/23/2014	187489121839	100-0601-551.30-14	33.94	Library Materials
		12/23/2014	187489813366	100-0601-551.30-14	(1.00)	Library Materials
		12/23/2014	194307796382	100-0601-551.30-14	29.98	Library Materials
		12/23/2014	194309449817	100-0601-551.30-14	(0.06)	Library Materials
		12/23/2014	19810161475	100-0601-551.30-14	170.89	Library Materials
		12/23/2014	19810796865	100-0601-551.30-14	98.93	Library Materials
		12/23/2014	19811223007	100-0601-551.30-14	104.90	Library Materials
		12/23/2014	19815614479	100-0601-551.30-14	44.88	Library Materials
		12/23/2014	19817132807	100-0601-551.30-14	(0.06)	Library Materials
		12/23/2014	19819074996	100-0601-551.30-14	98.58	Library Materials
		12/23/2014	20401819598	100-0601-551.30-14	(0.02)	Library Materials
		12/23/2014	20407064534	100-0601-551.30-14	(0.01)	Library Materials
		12/23/2014	20407365926	100-0601-551.30-14	122.92	Library Materials
		12/23/2014	213741731976	100-0601-551.30-14	18.94	Library Materials
		12/23/2014	213741827932	100-0601-551.30-14	151.33	Library Materials
		12/23/2014	213742982402	100-0601-551.30-14	23.00	Library Materials
		12/23/2014	213744991864	100-0601-551.30-14	270.70	Library Materials
		12/23/2014	213745620252	100-0601-551.30-14	117.59	Library Materials
		12/23/2014	213748214342	100-0601-551.30-14	112.79	Library Materials
		12/23/2014	254947922731	100-0601-551.30-14	9.99	Library Materials
		12/23/2014	271233155079	100-0601-551.30-14	50.97	Library Materials
		12/23/2014	271239251925	100-0601-551.30-14	55.04	Library Materials
		12/23/2014	95630573603	100-0601-551.30-14	119.74	Library Materials

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SYNCB/AMAZON...	48619...	12/23/2014	95634990127	100-0601-551.30-14	(0.03) Library Materials	
		12/23/2014	95635633867	100-0601-551.30-14	44.79 Library Materials	
		Total for check: 48619			2,557.06	
TYCO INTEGRATED SECURITY LLC	48620	12/23/2014	23295543	100-0601-551.24-03	1,992.65 Alarm System	Annual Fee
		Total for check: 48620			1,992.65	
UNIQUE BOOKS INC	48621	12/23/2014	363393	100-0601-551.30-14	364.19 Library Materials	
		12/23/2014	363394	100-0601-551.30-14	362.67 Library Materials	
		12/23/2014	363398	100-0601-551.30-14	65.99 Library Materials	
		Total for check: 48621			792.85	
UNIQUE MANAGEMENT SERVICES INC	48622	12/23/2014	297266	100-0000-441.19-00	170.05 Collection Agency Fees	
		Total for check: 48622			170.05	
US BANK EQUIPMENT FINANCE	48623	12/23/2014	267818979	100-0601-551.24-04	142.03 Copier Contract	
		Total for check: 48623			142.03	
US POSTAL SERVICE	48624	12/23/2014	USPS	100-0601-551.30-11	500.00 Postage	
		Total for check: 48624			500.00	
USA FIRE PROTECTION INC	48625	12/23/2014	235242	100-0601-551.24-03	225.00 Inspection	
		Total for check: 48625			225.00	
WIL-KIL PEST CONTROL	48626	12/23/2014	15261715	100-0601-551.24-03	369.57 Pest Control	
		Total for check: 48626			369.57	

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WINNEFOX AUTOMATED LIBRARY SYSTEM	48627	12/23/2014	2478	100-0601-551.30-11	131.73	Postage
			Total for check: 48627		131.73	
WISCONSIN DEPT OF JUSTICE	48628	12/23/2014	G3228	100-0601-551.21-06	14.00	
			Total for check: 48628		14.00	
WISCONSIN TAXPAYERS ALLIANCE	48629	12/23/2014	WISCTAXPAY	100-0601-551.30-14	7.50	
			Total for check: 48629		7.50	
WOOD BOILER SOLUTIONS LLC	48630	12/23/2014	8144	100-0601-551.30-13	193.75	
			Total for check: 48630		193.75	
					359,846.68	

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UNITED WAY FOX CITIES	48631	12/26/2014	20141224	100-0000-202.09-00	31.75	PAYROLL SUMMARY
			Total for check: 48631		31.75	
WISCONSIN SUPPORT COLLECTIONS	48632	12/26/2014	20141224	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 48632		632.88	
					664.63	

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ACCURATE	48633	12/31/2014	1416201	731-1022-541.30-18	46.33	Air Hose
		12/31/2014	1418144	731-1022-541.30-18	64.39	Clamp/Tube/Drill
		12/31/2014	1418248	731-1022-541.30-18	411.63	Washer/Nut/Pin
		12/31/2014	1418369	731-1022-541.30-18	26.30	1/2 - 13 X 2-1/2 shcs
	Total for check: 48633				548.65	
JF AHERN CO	48634	12/31/2014	214929	100-1001-514.20-01	179.95	Maintenance
					Total for check: 48634	179.95
AIRGAS USA LLC	48635	12/31/2014	9034066309	731-1022-541.30-18	70.65	Cylinder
					Total for check: 48635	70.65
BADGER LAB & ENGINEERING INC	48636	12/31/2014	INV000059752	601-1020-543.21-02	950.00	Dura-Fibre Wastewaters Nov 10-17, 2014
		12/31/2014	INV000059753	601-1020-543.21-02	805.00	Graphic Pkg Wastewaters Nov 10-17, 2014
		12/31/2014	INV000059754	601-1020-543.21-02	1,010.00	Intertape Wastewaters Nov 10-17, 2014
		12/31/2014	INV000059755	601-1020-543.21-02	315.00	Utilities Wastewaters Nov 9-16, 2014
	Total for check: 48636				3,080.00	
BAHCALL RUBBER CO INC	48637	12/31/2014	679652-002	100-1006-541.30-15	304.20	Hose
		12/31/2014	680490-001	100-1006-541.30-15	(15.27)	Credit
				100-1006-541.30-15	(53.73)	Credit
				12/31/2014	680759-001	100-1006-541.30-15
		12/31/2014	680895-001	100-1006-541.30-15	24.17	Supplies/Brine Tanks
		12/31/2014	681017-001	731-1022-541.38-03	58.11	N/S Parker
Total for check: 48637				494.56		
BEST WESTERN BRIDGEWOOD RESORT	48638	12/31/2014	15868	100-0204-512.20-02	743.55	Election Worker Lunch
					Total for check: 48638	743.55
BOBCAT PLUS	48639	12/31/2014	IA07683	731-1022-541.38-03	466.08	Glass Door/Seal/Hinge

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BOBCAT PLUS...	48639...	12/31/2014	IA07707	731-1022-541.38-03	121.72 Kits	
			Total for check: 48639		587.80	
BROCKMAN, KEVIN	48640	12/31/2014	BROCKMAN	601-1020-543.21-02	675.00 Sump Pit Reimbursement	
			Total for check: 48640		675.00	
BUBRICK'S	48641	12/31/2014	7269	100-0801-521.30-10	55.70 Supplies	
			Total for check: 48641		55.70	
BUCKLIN'S TREE SERVICE	48642	12/31/2014	12443	625-1010-541.30-18	115.20 3/4" Clear	
		12/31/2014	12444	625-1010-541.30-18	154.59 3/4" Clear	
		12/31/2014	12445	625-1010-541.30-18	140.06 3/4" Clear	
		12/31/2014	12448	625-1010-541.30-18	110.21 3/4" Clear	
			Total for check: 48642		520.06	
CASPERS TRUCK EQUIPMENT INC	48643	12/31/2014	0003427-IN	731-1022-541.38-03	154.46 Switch Assy	
			Total for check: 48643		154.46	
CDW GOVERNMENT INC	48644	12/31/2014	RD87790	731-1022-541.30-10	22.32 Labels	
			Total for check: 48644		22.32	
CONGER TOYOTALIFT	48645	12/31/2014	00057912	731-1022-541.38-03	79.78 Wire Assy	
			Total for check: 48645		79.78	
SCOTT DAY	48646	12/31/2014	DAY SCOTT	100-0801-521.21-05	402.50 Professional Services	
			Total for check: 48646		402.50	
DIGIPRINT	48647	12/31/2014	146473	100-0401-513.29-01	273.90 Envelopes/Letterhead	

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DIGIPRINT...	48647...	12/31/2014...	146473...	100-0000-134.00-00	(158.90)	Envelopes/Letterhead
			Total for check: 48647		115.00	
FIRST SUPPLY LLC - APPLETON	48648	12/31/2014	2473252-01	100-0703-553.24-03	122.49	Unit Assy
			Total for check: 48648		122.49	
GALLS LLC	48649	12/31/2014	002822825	100-0801-521.29-04	333.84	Hood & Trunk Lights Flange
		12/31/2014	002822826	100-0801-521.29-04	36.06	Whelen Hook
			Total for check: 48649		369.90	
GUSTMAN CHEVROLET SALES INC	48650	12/31/2014	34269	731-1022-541.38-03	268.07	Switch/Connectors/Mount
		12/31/2014	34291	731-1022-541.38-03	(13.02)	Bolts/CREDIT
		12/31/2014	34299	731-1022-541.38-03	25.86	Connector
			Total for check: 48650		280.91	
KRISTINE HEIM	48651	12/31/2014	HEIM	100-0304-562.30-11	31.33	November/December 2014
			Total for check: 48651		31.33	
HORN PRECAST	48652	12/31/2014	5576	601-1020-543.30-18	17.00	Adjustment
			Total for check: 48652		17.00	
INDEPENDENT INSPECTIONS LTD	48653	12/31/2014	309064	100-0301-523.21-06	5,065.43	November Permits
		12/31/2014	309125	100-0301-523.21-06	38.00	November Permits
			Total for check: 48653		5,103.43	
JX ENTERPRISES INC	48654	12/31/2014	G-243110007	731-1022-541.38-03	52.08	Sensor
			Total for check: 48654		52.08	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
KANN MANUFACTURING CORP	48655	12/31/2014	124334	731-1022-541.38-03	1,339.87 Cyl	
			Total for check: 48655		1,339.87	
LEVENHAGEN CORPORATION	48656	12/31/2014	054958A-IN	100-0000-131.00-00	4,469.07 Fuel	
			Total for check: 48656		4,469.07	
LINCOLN CONTRACTORS SUPPLY INC	48657	12/31/2014	J65691	100-0703-553.30-18	81.36 Marking Paint	
			Total for check: 48657		81.36	
MATTHEWS TIRE & SERVICE CENTER	48658	12/31/2014	53080	731-1022-541.38-02	485.12 Demount/Retread	
			Total for check: 48658		485.12	
MCNEILUS TRUCK & MFG COMPANY	48659	12/31/2014	2726230	731-1022-541.38-03	84.30	
			Total for check: 48659		84.30	
MENARDS-APPLETON EAST	48660	12/31/2014	61882	731-1022-541.30-18	13.04 Supplies/Brine Trailer	
		12/31/2014	61974	100-0703-553.24-03	31.50 Rain Cap/Tape	
		12/31/2014	61975	731-1022-541.30-18	16.37 Supply/Shed Overhead Lock	
		12/31/2014	62075	100-1006-541.30-15	12.24 Supplies/Brine Tank	
		12/31/2014	62127	100-0703-553.30-18	53.98 105 CT LED Lights (2)	
		12/31/2014	62129	731-1022-541.24-03	3.22 Conduit Hanger/PVC Cond	
			Total for check: 48660		130.35	
MENASHA NEENAH MUNICIPAL COURT	48661	12/31/2014	MNMC	100-0000-201.03-00	429.80 Bond	Report #MP14-000202
			Total for check: 48661		429.80	
MENASHA UTILITIES	48662	12/31/2014	MENASHAUTILITY	100-1008-541.22-03	345.19 Electric	
				100-0000-123.00-00	22.83 Electric	
				100-1012-541.22-03	108.27 Electric	
				501-0304-562.22-03	21.77 Electric	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MENASHA UTILITIES...	48662...	12/31/2014...	MENASHAUTILITY...	501-0304-562.22-06	40.00	Storm
				100-0304-562.22-03	33.65	Electric
				625-0304-562.22-03	8.24	Electric
				100-1013-541.22-03	33.88	Electric
				100-1013-541.22-06	277.51	Storm
				207-0707-552.22-03	323.06	Electric
				207-0707-552.22-05	45.42	Water
				207-0707-552.22-06	48.76	Storm
				100-0703-553.22-03	650.32	Electric
				100-0703-553.22-05	196.62	Water
				100-0703-553.22-06	343.77	Storm
				100-1001-514.22-03	1,523.71	Electric
				100-1001-514.22-05	484.60	Water
				743-0403-513.21-04	167.75	Internet Charge
				743-0403-513.21-04	2,310.40	Dark Fiber Charge
				100-0305-562.22-06	2.50	Storm
				100-1014-543.22-06	53.13	Storm
				100-1019-552.22-03	330.62	Electric
				100-1019-552.22-05	82.42	Water
				601-1020-543.22-03	33.58	Electric
Total for check: 48662				7,488.00		
MODERN BUSINESS MACHINES	48663	12/31/2014	26363053	743-0403-513.29-01	66.22	Print Agreement
				Total for check: 48663		
MORTON SAFETY	48664	12/31/2014	152202-00	100-1016-543.30-18	8.44	Ice Shoes
				266-1027-543.30-18	8.45	Ice Shoes
Total for check: 48664				16.89		
PACKER CITY INTL TRUCKS INC	48665	12/31/2014	X103006887:01	731-1022-541.38-03	1,894.94	Gasket/Screw/Filter
				Total for check: 48665		

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PITNEY BOWES	48666	12/31/2014	4842044-DC14	100-1001-514.24-04	277.65	Postage Meter Rental
			Total for check: 48666		277.65	
R.N.O.W. INC	48667	12/31/2014	2014-47026	100-1017-543.29-05	1,000.00	Rental Agreement
			Total for check: 48667		1,000.00	
RIEGLER, JULIAN	48668	12/31/2014	INCIDENT2/19/14	733-0206-512.73-01	600.00	Claim Against City
			Total for check: 48668		600.00	
STOPTECH LTD	48669	12/31/2014	T004801-IN	100-0801-521.29-04	53.00	SUV Deployment Bag
			Total for check: 48669		53.00	
STUMPF CREATIVE LANDSCAPES	48670	12/31/2014	STUMPF	100-0703-553.30-18	162.50	Smith Park Colorado Spruce
			Total for check: 48670		162.50	
TAPCO	48671	12/31/2014	I474549	100-1008-541.30-18	200.61	Traffic Signal Bodies
			Total for check: 48671		200.61	
TRI-COUNTY OVERHEAD DOOR INC	48672	12/31/2014	35503	731-1022-541.24-03	6.00	Adjuster Bolts/Front Gate
			Total for check: 48672		6.00	
UNIFIRST CORPORATION	48673	12/31/2014	097 0178167	731-1022-541.20-01	113.88	Clothing/Supply Cleaning
			Total for check: 48673		113.88	
VERIZON WIRELESS	48674	12/31/2014	9736489856	100-0304-562.22-01	69.31	Cell
		12/31/2014	9736861659	100-0801-521.22-01	4.06	
			Total for check: 48674		73.37	

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WAUSAU EQUIPMENT COMPANY INC	48675	12/31/2014	162276	731-1022-541.38-03	2,435.19	Double Brg Pin Hole Shock
Total for check: 48675					2,435.19	
WE ENERGIES	48676	12/31/2014	WEENERGIES	100-1012-541.22-03	1,204.68	Street Lights
				100-0000-123.00-00	626.45	Gas
				100-1001-514.22-04	1,151.25	Gas
				100-0801-521.22-04	865.09	Gas
				100-0920-531.22-04	238.69	Gas
				100-0601-551.22-04	1,851.17	Gas
				100-0703-553.22-04	897.77	Gas
				100-0704-552.22-04	149.08	Gas
				207-0707-552.22-04	53.39	Gas
				731-1022-541.22-04	3,006.63	Gas
Total for check: 48676					10,044.20	
WIL-KIL PEST CONTROL	48677	12/31/2014	WIL-KIL PEST	100-0703-553.24-03	261.90	2015 Contracts
				100-1001-514.20-01	213.88	2015 Contracts
				100-0801-521.20-01	384.12	2015 Contracts
				100-0920-531.20-07	317.19	2015 Contracts
Total for check: 48677					1,177.09	
WINNEBAGO COUNTY CLERK OF COURTS	48678	12/31/2014	WINNCOUNTY	100-0000-201.03-00	150.00	Bond Report #MP14-103399
Total for check: 48678					150.00	
WISCONSIN DEPT OF TRANSPORTATION	48679	12/31/2014	L34268	100-1003-541.21-02	498.99	3rd Street/Racine Street
		12/31/2014	L34360	100-1002-541.21-02	282.70	Lake Winn Slough
				625-1002-541.21-02	94.24	Lake Winn Slough

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WISCONSIN DEPT OF TRANSPORTATION...	48679...	12/31/2014	L34361	485-0304-562.21-02	69.59	Province Terrace Trail
			Total for check: 48679		<u>945.52</u>	
					<u>47,432.05</u>	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: December 30, 2014

The below individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment within the City. They have all met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following people be **APPROVED** for an Operator's License for the 2013-2015 licensing period:

Debbie Foth
DJ Deborah Beck

cc: chief via email

December 12, 2014

City of Menasha
Attn: Public Works Director
140 Main Street
Menasha, WI 54952-3151

RE: Airadigm Communications, Inc. – Decommissioning of Site and Lease Termination
455 Baldwin Street, Menasha, WI (Airadigm: APP013/Baldwin Street)

To Public Works Director,


Airadigm Communications, Inc. has sold its spectrum and has already begun decommissioning its sites. All Airadigm equipment currently on The City of Menasha's tower located at 455 Baldwin Street in Menasha, Wisconsin is dead equipment that needs to be removed and the lease terminated to allow space and capacity for other tenants.

Airadigm's intent with this letter is to make an offer for lease termination compensation. Airadigm will offer a pre-payment of one year's rent for site APP013. Payment would be made to The City of Menasha by 1/31/2015. This would be a check in the amount of **\$15,054.48** as shown in the attached table of pay out. If the City of Menasha accepts, Airadigm will prepare an amendment to terminate the lease and MOL to record the termination.

Airadigm's equipment will be removed from the tower during January 2015.

Please review and contact me to discuss further as soon as possible. I have attached a letter from Airadigm giving Faulk & Foster the authority to engage in lease negotiations as it pertains to the decommissioning of sites on behalf of Airadigm Communications, Inc.

Sincerely-



Nicole Goi
Faulk & Foster Real Estate, Inc.
916-468-8181
Nicole.Goi@faulkandfoster.com

Enclosures

Airadigm Authorization Letter
Proposed Compensation Package

Airadigm Authorization Letter



To whom it may concern:

This letter will serve as notification that Faulk & Foster Real Estate, Inc. and Wave Communication are working with Airadigm Communications, and have authority to engage in lease negotiations and all other aspects of decommissioning cell sites on behalf of Airadigm Communications.

Sincerely,

A handwritten signature in cursive script that reads "Mike Cooney".

Mike Cooney
Director Customer Care & Sales
mcooney@Airadigm.com
920-707-7019

Proposed Compensation Package

Site #	Current Rent	Pay-Out
APP013	\$1236.00	\$15,054.48
TOTAL		\$15,054.48

**SITE LEASE TERMINATION AGREEMENT
AND
GENERAL RELEASE**

This Site Lease Termination Agreement and General Release (hereinafter "Agreement") is mutually made, executed and delivered this _____ day of January, 2015, in multiple original copies, by and between City of Menasha, a Wisconsin municipality, having an address at 140 Main Street, Menasha, WI 54952 (hereinafter "Landlord"), and Airadigm Communications, Inc., a Wisconsin corporation having an address at 100 W. College Ave, Ste 50B, Appleton, WI 54911 (hereinafter "Tenant"), for good and valuable consideration, the receipt and legal sufficiency of which is hereby mutually acknowledged, on the following terms, covenants, conditions and provisions concerning the following tower (hereinafter "Premises") located at 455 Baldwin Street, Menasha, Wisconsin.

RECITALS

WHEREAS, Landlord and Tenant (or their respective predecessors-in-interests) entered into a Tower and Ground Space Lease Agreement dated May 23rd, 2013 whereby Landlord leased to Tenant (or its predecessor-in-interest) certain Leased Premises, therein described, that are a portion of the Property located at 455 Baldwin Street, Menasha, in Winnebago County, Wisconsin (hereinafter "Original Agreement").

WHEREAS, pursuant to the Original Agreement, Tenant has the right to install, operate and maintain its own communications system, which right may include (among other things), permission to install utility lines, transmission lines, cable wiring, conduit runs, radios and other electronic equipment, transmitting and receiving antennas, microwave dishes, batteries and other power sources (possibly including a generator and pad), and other related fixtures, supporting equipment, and structures (hereinafter collectively, the "Communications Facility").

WHEREAS, by mutual agreement, Landlord and Tenant desire to terminate the Original Agreement and any amendments, effective as of the Termination Date (as defined below).

WHEREAS, Landlord and Tenant are willing to so terminate the Original Agreement, pursuant to the provisions of this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained, the parties agree as follows:

1. Date of Termination: Final Payment.

a. The Original Agreement is hereby canceled and terminated effective midnight the 31st day of January, 2015 or the date Tenant vacates and surrenders the Premises pursuant to Section 2a below, whichever occurs later ("Termination Date"). From and after the Termination Date, neither Landlord nor Tenant will have any further rights or obligations under the Original Agreement, and Tenant will have no further right or interest with respect to the Premises.

b. In full and final payment of any and all sums due or owing by Tenant to Landlord under the Original Agreement or otherwise in connection with the Premises, Tenant will make a final payment of Fifteen Thousand and Fifty Four Dollars and Forty Eight Cents (\$15,054.48), in the same time and manner as rent is currently paid by Tenant, but in no event later than January 31, 2015, which payment shall be considered full, final and complete payment for any rent due, or any other cost, damage or expense due to Landlord by virtue of the Original Agreement (the "Final Payment").

2. Vacation and Surrender of the Premises; Premises Acceptance.

a. Landlord and Tenant have expressly agreed that on or before February 28, 2015, Tenant will vacate and surrender the Premises to Landlord in its current "AS-IS" condition, and that Tenant will remove from the Premises its equipment from the ground and tower.

After removal of the equipment, which removal will be done by Tenant in a professional, safe, and workmanlike manner, and without damaging any tower or structure which is on the Premises, ordinary wear and tear excepted, Tenant will have no further obligation (notwithstanding anything to the contrary contained in the Original Agreement or otherwise) to remove any other equipment from the Premises or otherwise repair or restore the Premises or any other portion of Landlord's Property.

b. Upon Tenant's vacating of the Premises, Tenant shall give written notice to Landlord by e-mail (addressed to Mark Radtke at mradtke@ci.menasha.wi.us) that Tenant has vacated, and within five (5) days of receipt of such notice, Landlord shall acknowledge by e-mail that Tenant has surrendered the Premises. Landlord's notice will constitute conclusive evidence and proof that Tenant has vacated and surrendered the Premises to Landlord in the condition required by this Agreement, and that any portion of the Communications Facility (and any other equipment or property) remaining on Landlord's Property will be deemed abandoned by Tenant and accepted by Landlord, on the terms set forth herein.

3. Release of Obligations. Except for Landlord's and Tenant's respective rights to enforce the provision of this Agreement, effective as of the Termination Date, Landlord and Tenant, for themselves and their respective parent, subsidiary and related corporations, partners, affiliates, heirs, successor and assigns, do each here release and forever discharge each other and their present and former directors, officers, shareholders, manager, agents, trustees, beneficiaries, attorneys and employees (the "Released Parties") from all obligations, damages, losses, costs, expenses and liabilities whether known or unknown, contingent or direct, liquidated or unliquidated, and from any claims demands, judgments, actions or suits of any kind (collectively,

"Claims") which they may have against one another arising out of or relating to the Original Agreement, and the use and occupancy of Premises, the Communications Facility and/or Landlord's Property, including without limitation, any attorneys' fees incurred in connection therewith. Each party acknowledges the possibility that the other party may have unknown Claims against the other arising out of or related to the Original Agreement, and the use and occupancy of Premises, the Communications Facility and/or Landlord's Property, and that by signing this Agreement, each party expressly waives such Claims. The parties further acknowledge that the consideration for this mutual release takes into account the possibility of such further Claims.

4. Voluntary Agreement. The parties have read this Agreement and the releases contained herein and, on advice of counsel, have freely and voluntarily entered into this Agreement with full understanding of its terms.

5. Recitals. The above recitals are an integral and substantive part of this Agreement and are incorporated herein.

6. Attorneys' Fees. If either party commences an action against the other party arising out of or in connection with this Agreement, the prevailing party will be entitled to recover attorneys' fees and expenses from the other.

7. Successors. This Agreement will be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns.

8. Counterparts. This Agreement may be executed in any number of duplicate originals or counterparts, each of which will be deemed to be an original, and all of which taken together will constitute one and the same agreement. The parties agree that their signatures may be delivered by fax or email.

9. Governing Law. The validity, interpretation, construction and performance of this Agreement will be controlled by and construed under the laws of the state in which the Premises is located.

IN WITNESS WHEREOF, the parties have executed this Site Lease Termination Agreement and General Release as of the date and year first above written.

"LANDLORD"

"TENANT"

CITY OF MENASHA,
a Wisconsin municipality

Airadigm Communications, Inc.,
a Wisconsin corporation

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____